

Subject: Reaching out / Potential opportunity at [Company Name]

Dear [Candidate Name],

I hope you are having a productive week.

I have been following your work at [Current Company], specifically your recent involvement in [Specific Project or Achievement]. I am very impressed with your background in [Specific Skill/Industry] and believe your expertise would be a great fit for what we are building here at [Company Name].

We are currently looking for a [Job Title] to join our team. Given your experience, I wanted to reach out and see if you would be open to a brief, low-pressure conversation about your career goals and how this role might align with your professional interests in the future.

Even if you aren't looking to make a move right now, I would value the chance to connect and hear your feedback on our current mission.

Are you available for a 10-minute introductory call on [Day] or [Day] at [Time]?

Best regards,

[Your Name]

[Your Title]

[Company Name]

[Link to Portfolio/Website]