

Subject: Exploring New Opportunities | [Company Name]

Dear [Candidate Name],

I have been following your professional progress at [Current Company], and I am very impressed with your work in [Specific Skill or Achievement].

While I understand you may not be actively looking for a new role at this time, I believe your background aligns perfectly with the future direction of our [Department Name] team at [Company Name]. We are currently looking for a [Job Title] who can help us [Mention a Brief Company Goal].

I would appreciate the opportunity to have a brief, 15-minute introductory call to share more about our vision and learn about your long-term career interests. Even if the timing isn't right today, I would value staying connected for future possibilities.

Are you available for a quick chat on [Day] or [Day] at [Time]?

Best regards,

[Your Name]

[Your Title]

[Company Name]

[Link to Company Website/LinkedIn Profile]