

Subject: Inquiry: [Role/Opportunity Name] - [Your Full Name]

Dear [Hiring Manager Name or "Team"],

I am writing to express my interest in potential opportunities within the [Department Name] team at [Company Name]. Having followed [Company Name]'s recent work in [Industry/Project], I am impressed by your commitment to [Specific Company Value or Goal].

Currently, I am a [Current Job Title] with [Number] years of experience specializing in [Key Skill A] and [Key Skill B]. In my previous role at [Previous Company], I successfully [Specific Achievement/Metric], and I am eager to apply this expertise to help [Company Name] achieve [Specific Objective].

I have attached my resume for your review and would welcome the chance to discuss how my background aligns with your upcoming goals. Are you available for a brief introductory call next [Day of Week]?

Best regards,

[Your Full Name]

[Phone Number]

[LinkedIn Profile URL/Portfolio]