

**[Your Full Name]**

[Current Position/Title]

[Institution/Laboratory]

[Email Address] | [Portfolio/Scholar Link]

[Date]

**[Recipient Name]**

[Title/Lead Researcher]

[Organization/Company Name]

[City, State/Country]

Dear [Dr./Mr./Ms. Last Name],

I am writing to express my strong interest in the ongoing research at [Organization Name], particularly your recent work regarding [Specific AI Subfield or Recent Paper Title]. Having followed your contributions to [Conference Name, e.g., NeurIPS/ICLR], I am inspired by your approach to [Specific Problem or Methodology].

Currently, my research focuses on [Your Current Research Focus]. My work involves [mention 1-2 technical skills, e.g., optimizing transformer architectures or reinforcement learning in stochastic environments]. I have successfully [briefly mention a key achievement, such as a publication or a specific model performance metric]. I believe my technical background in [Specific Skillset] aligns well with the objectives of your research group.

I would welcome the opportunity to discuss how my expertise in [Technical Area] could contribute to your current projects. Are you available for a brief introductory call or a virtual coffee next week?

Thank you for your time and for your contributions to the field of AI.

Sincerely,

[Your Name]