

[Your Full Name]

[City, State, Zip Code] | [Phone Number]

[Email Address] | [LinkedIn Profile URL]

[Date]

[Recipient Name]

[Recipient Title]

[Company Name]

[Company Address] Dear [Recipient Name], I am writing to you because of your extensive experience in *[Specific Financial Sector, e.g., Fintech, Asset Management, or Regulatory Compliance]*. As a Project Management professional with a background in *[Previous Industry or Specific Financial Vertical]*, I have long admired *[Company Name]*'s approach to *[mention a recent company initiative or market position]*. Currently, I am expanding my network within the financial services sector to better understand the evolving landscape of *[Specific Project Type, e.g., Agile transformation, Digital Migration, or Risk Management]*. My background includes:

- **[Key Achievement 1]:** Managed *[\$ Amount]* budgets while improving operational efficiency by *[X%]*.
- **[Key Achievement 2]:** Led cross-functional teams to deliver *[Type of Project]* under strict *[Regulatory/SEC/FINRA]* guidelines.
- **[Key Achievement 3]:** Streamlined stakeholder communications across *[Department names]* to reduce project lifecycle time.

I am not seeking a specific opening at this moment, but rather an opportunity to learn from your perspective on how project management methodologies are shifting within *[Company Name]*. I would greatly appreciate 15 minutes of your time for a brief informational conversation or a virtual coffee. Thank you for your time and for the work you do in the industry. I look forward to the possibility of connecting. Best regards,

[Your Name]