

[Your Name]

[Your Phone Number]

[Your Email]

[Your LinkedIn Profile]

[Date]

[Hiring Manager Name]

[Title]

[Company Name]

[Company Address]

RE: Referral for [Job Title] - [Reference Name]

Dear [Hiring Manager Name],

I am writing to express my interest in the [Job Title] position at [Company Name], as recommended to me by [Referrer's Name], [Referrer's Title/Relationship]. Having followed [Company Name]'s recent [Product Launch/Funding Round/Market Expansion], I am eager to bring my business development expertise to your growing team.

In my previous role at [Previous Company], I specialized in the [Specific Tech Vertical] sector, where I successfully [Key Achievement: e.g., increased annual recurring revenue by X%] and managed a pipeline of over [\$ Amount]. I am particularly skilled at navigating complex SaaS sales cycles and building strategic partnerships that align with long-term technical roadmaps.

I am impressed by [Company Name]'s approach to [Specific Tech/Industry Challenge]. My background in [Skill 1] and [Skill 2] positions me to effectively identify new market opportunities and scale your current outreach efforts.

Thank you for your time and for considering my application. I have attached my resume for your review and look forward to the possibility of discussing how my network and experience can contribute to [Company Name]'s revenue goals.

Best regards,

[Your Signature]

[Your Typed Name]