

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email]
[Your Portfolio/LinkedIn URL]

[Date]

[Recipient Name]
[Recipient Job Title]
[Company Name]
[Company Address]

Re: Referral for [Position Name] - [Referring Person's Name]

Dear [Recipient Name],

I am writing to express my interest in the [Position Name] role at [Company Name]. I was recently speaking with [Referring Person's Name], who suggested I reach out regarding this opportunity. Having worked with [Referring Person's Name] at [Previous Company or Context], they felt my background in [Specific Technology/Framework] and my approach to software consulting would be a strong fit for your current team objectives.

As a Software Development Consultant with [Number] years of experience, I specialize in bridging the gap between complex technical requirements and business outcomes. My expertise includes:

- Architecting scalable solutions using [Primary Tech Stack].
- Leading cross-functional teams to deliver [Type of Project] within tight deadlines.
- Optimizing legacy systems to improve performance and maintainability.

I have long admired [Company Name]'s commitment to [Specific Company Value or Recent Project], and I am confident that my consultative approach would contribute to your continued success. I have attached my resume and portfolio for your review.

Thank you for your time and for considering my application. I look forward to the possibility of discussing how my technical skills and consulting experience can support [Company Name].

Sincerely,

[Your Signature]
[Your Printed Name]