

SOURCING EMAIL TEMPLATE

Hi *{candidate name}*,

I'm *{your name}*, *{your title}* at *{your company name}*.

I saw your profile on {e.g. LinkedIn, GitHub} and I was really impressed by your project on {add specific achievement/project}.

{Your company name} is a *{enter main business object/industry}*. We are currently looking for a {insert job title + add a link to the job description} to join our team. Based on your experience with *{add specific skill}*, I think you would be a great candidate for this position.

Are you available [*include date and time or a period of time, e.g. 'sometime this week'*]? If so, I'd be happy to set up a call to tell you more about this position and learn more about your profile.

Have a great day and I look forward to hearing from you!

Best regards,

{Your name}

{Your signature}