### TEMPLATE: FIRST-TOUCH SOURCE EMAIL

Email Subject Line: Job Opportunity — [Job Title] Position at [Your Company]

Hi [First Name],

I came across your profile on [Where/How You Found Them] and wanted to reach out regarding a unique opportunity.

I work for [Company Name], and we’re looking to hire a [Job Title]. I think your experience in [Field/Skill] is an excellent fit for this role.

If you’re interested in learning more, I’d love to connect. Would you be available for a quick phone call on [Date/Time]?

I hope you and your loved ones are safe and healthy, and I look forward to hearing from you soon.

Best,

[Your Name]

[Your Email Signature]