

Networking Letter for Senior Management Position

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am a [Your Current Position/Title] with [X years] of experience in [Your Industry/Field]. I am reaching out to [mention a mutual connection or reason for contacting them], and I wanted to take the opportunity to connect.

I am currently exploring opportunities in senior management roles, specifically within [target industry or company types]. Given your extensive background in [recipient's expertise or company], I would greatly appreciate any insights you might share.

If you have a moment, I would love to schedule a brief call or coffee meeting to discuss your career path and any advice you may have for someone looking to advance in this field. Thank you for considering my request.

Warm regards,

[Your Name]

[Your LinkedIn Profile URL]

[Your Contact Information]