

# Availability Inquiry for Potential Positions

Dear [Candidate's Name],

I hope this message finds you well. My name is [Your Name], and I am currently [Your Position] at [Your Company]. We are in the process of exploring potential candidates for upcoming roles within our team.

We came across your profile and were impressed by your experience and skills. I would like to inquire about your availability for any upcoming opportunities that may arise.

If you are open to discussing this further, please let me know your availability for a brief conversation within the next week.

Thank you for considering this inquiry, and I look forward to hearing from you soon.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Email]

[Your Phone Number]