

Subject: Request for Job Application Referral

Dear [Colleague's Name],

I hope this message finds you well. I am reaching out to kindly ask for your support regarding a job opportunity I am interested in at [Company Name]. I believe my skills and experiences align well with the position, and I am eager to contribute to the team.

If you feel comfortable, I would greatly appreciate it if you could refer me for the [Job Title] position. A referral from you would certainly enhance my application, given your valuable insight and experience within the company.

Please let me know if you need any additional information or if you would like to discuss this further. Thank you very much for considering my request.

Best regards,

[Your Name]

[Your Job Title]

[Your Contact Information]