

Proposal for CFO Secondment Opportunity

Date: [Insert Date]

To: [Recipient's Name]
[Recipient's Position]
[Company/Organization Name]
[Company Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to propose a secondment opportunity for the role of Chief Financial Officer (CFO) within [Company/Organization Name] for a period of [Insert Duration].

As [Your Position] at [Your Organization], I believe that this secondment can bring significant benefits to both our organizations. [Briefly describe the unique skills and experiences you bring, and how they can contribute to the recipient's organization. Mention specific projects, initiatives, or goals].

During the secondment, I will focus on [list key areas of focus or specific projects], ensuring a smooth transitional period while transferring valuable knowledge and best practices back to [Your Organization] and to [Recipient's Organization].

I would be happy to discuss this proposal in further detail and explore how we can collaboratively shape this opportunity to meet the needs of both organizations. Please let me know a suitable time for us to meet or have a conversation.

Thank you for considering this opportunity. I look forward to your positive response.

Sincerely,

[Your Name]
[Your Position]
[Your Organization]
[Your Contact Information]