

Subject: Request for Job Referral

Hi [Colleague's Name],

I hope this message finds you well. I am reaching out to you to ask for a favor. I am currently exploring new job opportunities in [specific field or position] and came across a position at [Company Name] that aligns perfectly with my skills and aspirations.

Knowing your connection with the team there, I was wondering if you would be willing to provide me with a referral. Your support would truly mean a lot to me, and I believe your endorsement could greatly enhance my chances of securing an interview.

If you need more details about my qualifications or the position, I'd be happy to provide them. Thank you for considering my request, and I appreciate any assistance you can offer.

Best regards,

[Your Name]

[Your LinkedIn Profile or other contact information]