

Subject: Inquiry About Possible Transition to International Position

Dear [Manager's Name],

I hope this message finds you well. I am writing to express my interest in an international position within our organization due to personal family reasons that necessitate my relocation.

Having been a part of [Company Name] for [duration], I have greatly appreciated the opportunities for learning and professional growth. I believe that transitioning to an international position can further enhance my contributions to our team while accommodating my family's needs.

I would like to inquire if there are any upcoming opportunities in [specific location or department] that might be suitable for my skill set. Additionally, I would appreciate any guidance on the process for pursuing such a transition.

Thank you for considering my request. I look forward to discussing this further.

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]