## **Template 1: Networking/Cold Outreach Email**

**Subject:** Quick question about [Company]

Hi [Name],

I hope this message finds you well. I'm [Your Name], a recent graduate of the [QCC Program Name] at Queensborough Community College. I came across your profile and was impressed by your work at [Company], particularly [specific project/achievement you researched].

I'm actively seeking opportunities in [specific field/role] and would greatly appreciate 10-15 minutes of your time to learn about your experience at [Company] and any advice you might have for someone starting their career in [industry].

I understand you're likely very busy, so I'm happy to work around your schedule. Would you be available for a brief phone call or coffee chat in the coming weeks?

Thank you for your time, and I look forward to hearing from you.

Best regards,  
 [Your Name]  
 [Phone Number]  
 [Email Address]  
 [LinkedIn Profile]