

Temporary consultant role email

Subject: Urgent: Interim Consultant Position - [Department/Function]

Hi [Consultant Name],

Due to unexpected circumstances, we need to fill a critical gap in our [department/function] immediately. Based on your previous excellent work with us, we would like to offer you an interim consultant position.

This is a temporary arrangement expected to last [duration] while we complete our permanent hiring process. Your responsibilities would include [key duties] and you would work closely with our existing team to ensure continuity.

Given the urgent nature, we can offer an expedited start date of [date] with competitive compensation of [rate]. If you're available and interested, please let me know by [deadline] so we can finalize the paperwork.

Thanks for considering this opportunity.

[Name]

[Title]

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