

Evaluation: a Job Offer and Salary Negotiation

Overall do your research....

Know your worth and research salaries in the industry you are targeting

- Glassdoor.com
- Hays Salary Survey

When ask for your salary expectations give a range not a single value. A single value you limited your negotiation room. Remember your research

Be realistic about your worth - a common mistake when negotiating salary can be that you focus on what think you need or deserve instead of what the role is offering or the employer needs. Highlight your achievements worth and value.

Practise or script your approach, so you feel comfortable and prepared

Timings is important when negotiating salary - asking too early in the process can raise the perception that you are overly focused on money and lack a deeper commitment to the role.

- **You have more negotiating power in the later stages when you are the preferred candidate and the have a better understanding of your attributes, values, motivations and achievements.**

If pushed for salary to early

- You can emphasise that while remuneration is important, you are also prioritising the role and organisational 'fit' and as such will be better able to discuss remuneration once you have a more complete understanding of role and organisation.

If asked what were you on in your previous role, if it's a similar role and level then this is fine, however if you are changing direction, seeking to move up in seniority then you could:

- Deflect - highlighting the role is most important rather than remuneration, highlight your suitability, motivation and interest in company.

Or

- Advised that based on my previous role and salary including my research regarding the and market rate for this role..... I am looking for a remuneration package in the range of \$ - \$.
- If the role is paying a higher rate than provide your salary package which includes super, bonuses etc. or you could do this in the reverse if the role is less then you were on.

Don't reference your personal financial needs or situation - this is not their concern.

Don't accept an offer to early – ask for time to review offer, contract etc.

Don't reject an offer to quickly – consider all the benefits

A **counter offer** should be based on what you bring and will achieve in the role, your research of the industry etc.

Evaluating the offer and compensation package:

- look beyond the base salary
- consider other benefits, like hours, location, career progression etc.
- Other aspects may be negotiable other than salary
 - **Your Values**
 - Take some time to think about your personal values and those of the organisation. What qualities are important to you in a prospective employer? Do your values align with the company's? Perhaps you believe passionately in working for a company that has a good environmental record or that works closely with certain charities. Is your prospective employer active in supporting the causes that matter most to you?
- **Do a Pros and cons list** of the pros and cons of your current position (if you have one) and the job offer you are considering. Which one comes out ahead? If one outweighs the other, your decision making will be easier. If you're adding another offer to the mix, list its pros and cons as well.
- **Listen to our inner voice:** What does your gut tell you?

Once you accept or receive a verbal offer get it in writing, if they are not prepared to put it in writing then be wary..

Decline gracefully – be polite and don't burn bridges