



# \$ALARY NEGOTIATION

## WHEN DOES SALARY NEGOTIATION BEGIN?

**ONLY AFTER**  
you have been  
offered a job.



There is nothing to  
negotiate until you  
have a job offer.



When you have the job offer,  
they want you. The job offer  
is an advantage.

## TACTICS FOR NEGOTIATION

### AIM HIGH AND BE REALISTIC

Find a correlation between your aspirations and the negotiation results.

### SELL YOURSELF

- Don't assume the employer remembers all of your résumé.
- Don't assume the interviewer has translated your experiences into your value to the company.
- Stress your work ethic.
- Be your own best advocate!

### ANTICIPATE THE EMPLOYER'S NEEDS

- Base your negotiation on your competitive market value.
- Explain how your experience fits into their performance goals, products, and conditions.
- Show how you will contribute to the employer's profitability.
- State how you will contribute to the employer's company from day one.

### ANTICIPATE OBJECTIONS

- Script your responses to every anticipated objection.
- Listen closely, think, and anticipate.

### DON'T GET PERSONAL

- The employer doesn't care about your student loans/other expenses.
- Be careful of "oversharing."

## REMEMBER, SALARY IS BASED ON:

- 1** Assessment of your capabilities
- 2** Employer's budget
- 3** Market rates for the job
- 4** Your ability to negotiate.

## DECIDE YOUR NEGOTIATION APPROACH

### OPEN-ENDED, INDIRECT:

"Is there any flexibility in the salary?"

### OPEN-ENDED, DIRECT:

"Based on (my level of experience) and (what I understand the market average to be for this type of position), I was hoping to get a salary closer to the 'x-y' range."

### CLOSE-ENDED, DIRECT:

"Based on (my level of experience) and (what I understand the market average to be for this type of position), I will need at least 'x' in order to accept the position."



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## DETERMINE POSSIBLE RESPONSES

Employer matches your requests.

Employer has no flexibility; unwilling or unable to make any changes.

Employer can make some adjustments to original offer, but does not match your request.

Congratulations!  
You're done.

Make your decision based on priorities and needs.

Make your decision based on priorities, needs, and ability or desire to compromise.

## SALARY RESEARCH

*Salary.com is a great place to start researching salaries*



### CONSIDER BENEFITS

- 401K
- Health Insurance
- Vacation

### KNOW YOUR VALUE ADD

- Years of experience
- Diversity experience
- Industry knowledge
- Accomplishments

Communicate yes/no.

Continue negotiation (go back to negotiation approach)

### IF THE EMPLOYER'S OFFER DOESN'T FIT YOUR BENCHMARKING:

- "My research on salaries for this job in this region led me to believe that I would be offered more. Is that possible?"
- "I really had in mind more than that. What can we do?"

The employer may accommodate you. If not, you have to make the decision. Ask for time to consider the offer. They may come back with more. Take your time! Your starting salary in this position is too important to say yes immediately. You want to get the entire offer in writing (including all benefits) and make sure you understand each part of the offer to make an informed decision.