

NEGOTIATING A JOB OFFER

Congratulations on your job offer! Now it's time to reflect and evaluate your options. Owens Career & Transfer Services is a valuable resource available to help you navigate this process.

EVALUATE THE COMPENSATION PACKAGE

A salary or hourly wage is just one component of an [overall compensation package](#). A compensation package also includes benefits, bonuses, stock options, perks, and any other monetary or non-monetary extras. Employers with salary constraints may be willing to negotiate other types of compensation.

Determine which components are most valuable to you and prepare to negotiate accordingly.

Compensation Package Examples:

- Salary or Hourly Wage
- Health Insurance Coverage
- Disability Insurance
- Paid Vacation and Leave Time
- Retirement Plan Options
- Relocation Assistance
- Remote Work Options
- Tuition Assistance or Reimbursement
- Professional Development Opportunities
- Signing Bonus or Other Bonus Program

KNOW YOUR WORTH

Negotiation is an acceptable part of the hiring process. Once a job offer has been made, it is appropriate to discuss the salary and other components of the compensation package. A few reasons to negotiate include: a competing offer from another organization, an offer lower than the industry average, a high cost-of-living index, or unique skills/experience you can offer the employer.

Example: "Given my skills and qualifications, I am seeking a salary closer to (give desired amount)."

You and the employer can then negotiate until a figure that both parties agree upon is reached. As with all interactions with an employer, be courteous, direct, and honest when negotiating.

HELPFUL RESOURCES

[Indeed](#): View salaries and read company reviews submitted by current and former employees.

[Glassdoor](#): Research salaries at specific companies based on job title and years of experience.

[LinkedIn Salary Tool](#): Explore how salaries vary by company size, education level and field of study.

[Salary Cost of Living Expert](#): Cost of living comparison calculator to evaluate relocation decisions.

[How to Negotiate Your Salary](#): A helpful guide complete with tips and conversation examples.

[Negotiation Skills Course](#): A LinkedIn Learning course that will help you learn negotiation skills.