



Transition Masters
Developing Job Search Presentation Skills

Compensation Negotiation

Presented and Developed by
Joe H. Jones

Five Rules!



Compensation Negotiation

Rule #1

- ▶ Don't be the first to bring up salary and especially salary numbers.

Compensation Negotiation

Rule # 2

Know Your Bottom Line
Compensation Requirement\$
and your BATNA

(Best Alternative To a
Negotiated Agreement.)

Compensation Negotiation

Rule # 3

- ▶ Learn as much as you can about what the employer typically pays for the type of position you are applying for.

Compensation Negotiation

Rule # 4

Learn what the going rate is for a person with your experience and skills.

salary.com, Indeed.com, Glassdoor.com,
payscale.com, etc.

Compensation Negotiation

Rule # 5

Know how to respond to salary requirement questions.



Compensation Negotiation

1. “I simply want what is fair for someone with my skills and experience”.
2. “I will be glad to discuss salary after I fully understand the requirements of the position and other factors that may become part of the compensation package”.
3. “I am a reasonable person and will be glad to discuss compensation issues once I have an offer in writing”.
4. “Based on my resume, skills and experience what do you think I am worth to this company”?

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5. “I’m sure you have a salary range for this position. It may save us both some time if you would share what that range is.” OR “What salary range are you offering for this position?”
6. “I’m sure salary won’t be an issue when all of the factors concerning this job are clearly understood.”
7. “I’m sure you will make a reasonable offer considering my skills, experience and abilities.”
8. “I am looking at a salary range between (\$40,000–\$50,000) which would be negotiable depending on the requirements of the position and other compensation factors”

Other Possible Negotiable Items

- ✓ Title, Office?
Health benefits?
- ✓ Time off and vacations?
- ✓ Child care, maternity leave and other family related situations?
- ✓ Flex time, telecommuting, work from home, part time, full time, contract work?
- ✓ Savings plans (401K eligibility dates)?
- ✓ Tools and equipment?
- ✓ Professional association dues and certifications?
- ✓ Tuition reimbursement?

Your Worth Is Based On.....

- ✓ Your career path (past salary, changing careers, etc.)
- ✓ The industry of the employer
- ✓ The geographic location (cost of living)
- ✓ Current demand for job seekers
- ✓ Compensation beyond salary (sometimes the highest salary is not the best for you)



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[Glassdoor.com](https://www.glassdoor.com)

[Payscale.com](https://www.payscale.com)

Three Negotiation Models

Hard Bargaining
Based on will.
Short term

**Principled
Negotiation**
Based on Criteria
Long Term

Soft Bargaining
Weakest. Save
relationship.

Negotiate using Objective Criteria

(salaries from a third party source)

What To Do After an Offer is Made

- Ask for 24 hours to respond to their offer.
- Ask when you may expect the offer in writing.
- Tell them when they may expect to hear back from you.



Write a Counter Proposal Letter

- ▶ **First Paragraph**
 - Statement of interest
 - Enthusiasm for the job/company
 - Key selling factors
- ▶ **Second Paragraph – Negotiate Item #1**
 - Restate the particular point from the original offer that you wish to negotiate, followed by your counter proposal -- ideally supported through research, a desire to be fairly compensated, or reinforced by the value you will bring to the company.
- ▶ **Concluding Paragraph – Conciliatory Comments with Strong Moving-Forward Statement**
 - Stress that your requests are modest and that your potential impact is great -- and that you look forward to accepting the job offer and getting a jump-start on the position as soon as possible.





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GET YOUR DOLLARS WORTH!

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