

# Salary Negotiations

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1. **Salary negotiations begin after you have a job offer for the following reasons:**
  - a. You don't want to be screened out of the negotiations
  - b. You will not be given the opportunity to let your potential employer know the depth and breadth of your talent and experience. Hands-on experience is a very efficient salary-negotiating tool
  - c. The job offer is an indication that your future employer wants you.
2. **Say it with numbers, not job titles.**
  - a. Quantify the many ways that you have increased profits for your previous employer. Remember that helping things run more efficiently is ultimately contributing to the bottom-line profit of the company.
  - b. Locate the organization's pain and show how you are able to alleviate it. It is likely that the position is available because the company is in need of mitigating pain rather than finding ways to increase pleasure.
3. **Do your homework.** Salary negotiations involve research. Arm yourself with the following information:
  - a. Knowledge of the specific skills that are required for the job
  - b. The average salary for the position within the industry
  - c. Know the worth of the skill set that you can bring to the position
  - d. The minimum salary that you are willing to accept
  - e. How to respond to the remark that you are over qualified for the advertised position
  - f. Know the existing labour market conditions
  - g. How badly you want the job
  - h. Alternatives to a base salary include the following options:
    - i. Stock options
    - ii. Signing bonus
    - iii. Performance bonus
    - iv. Expense accounts
    - v. Profit sharing
    - vi. Relocation expenses
    - vii. Benefit packages
    - viii. Tuition reimbursement
    - ix. Number of vacation days
    - x. Car allowance
    - xi. Travel expenses
    - xii. Training and development funds
    - xiii. Association and/or membership fees
    - xiv. Equipment - hand-held communication devices, laptops, etc.
    - xv. Flex-time
    - xvi. E-commuting

- xvii. Parking space expenses
- xviii. On-site child or elder care
- xix. Full-time/part-time/job-sharing
- xx. Etc.

4. **Get all offers in writing**

5. **Never accept an offer without taking some time to think about it**

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