

# SALARY EXPECTATIONS & OFFERS

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Bryant University

Amica Center for Career Education



# Salary Expectations & Offers

1. Understand YOUR **Value**
2. **Research** Salaries and Company Expectations
3. Manage your **Timeline**
4. **Evaluate** your Offers
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# Prepare to prove your **value**

- Believe it or not, the negotiation process begins **BEFORE you walk into the interview.**
- How much you negotiate often depends on how much you convince an employer of your VALUE during the interview.
- Before the interview - consider:
  - How are you going to make a difference to the organization?
  - What do you bring to the organization that is above and beyond other candidates?

**If you don't make yourself look exceptional,  
you won't be in a good position to negotiate.**

# Research salary for your career field

Never bring up salary during an interview, but...

- BE PREPARED! It is not uncommon for a recruiter to ask about your salary expectations.

**Make sure you know the salary range for your career field.**

- Research salaries by job title and/or company name:
  - [NACE salary calculator](#)
  - [Payscale](#)
  - [Indeed](#)

# Research Company Expectations

- Many large companies, that hire multiple new college graduates, have little to no flexibility in their salary offers.
  - BEFORE YOUR INTERVIEW, meet with a career counselor to discuss Bryant outcomes data and salary offer history, especially if it is a company that recruits on campus!
  - Talk to recent alums that work for the company.
  - Use [glassdoor](#) to research salaries by company and job title.
- **If you can negotiate, do it!** In some cases, it is expected that you will negotiate.
  - **Just do your homework first to understand company expectations**

# Don't Discuss **Salary** during the interview, unless asked

## **NEVER** raise the topic of salary during an interview!

- If asked for your salary requirements during an interview, here are some strategies:
  - Based on your salary research, **give a wide range**. For example, if the average offer for the job is \$50K, you might indicate your expectations between \$45-60K.
  - **Re-direct the question**. For example: “ I would love to learn more about the position and your salary expectations before I disclose my own salary requirements.”
    - Note: this strategy does not always work, you may be pressed to provide an answer, but it doesn't hurt to try.

# Manage Your Timeline - Juggling Job Offers

**Congratulations! You got the job!**

Why does making a decision often seem so stressful?

## Scenario #1

Jared received a job offer from his summer internship in August. He was pleased but, he wanted to keep his options open and continue interviewing during the Fall. However, the company wanted his decision to accept or decline by October 1<sup>st</sup>. What should Jared do?

## Scenario #2

Sierra participated in the campus recruiting process and received an offer with her 2<sup>nd</sup> choice company. They wanted her decision in a week. In the meantime, she has a 2<sup>nd</sup> interview with her 1<sup>st</sup> choice company in 2 weeks. What should she do?

# Manage Your Timeline

When timing prevents you from making an informed decision, you may need to negotiate.

## Scenario #1

- Jared might need to ask his internship site for more time.
- He might also need to forego some additional interviews.
- During this process, Jared should always be evaluating his current offer against other opportunities.
- He should research salary data to verify his offer is competitive.
- If Jared receives another job offer, he will have much better leverage to negotiate his salary.

## Scenario #2

- If Sierra wants to try to interview with her 1<sup>st</sup> choice company, she will need to ask for more time to make a decision from her 2<sup>nd</sup> choice company.
- At the same time, she will need to ask her 1<sup>st</sup> choice company if they can schedule her interview sooner.
- She should disclose her job offer to her 1<sup>st</sup> choice company. It is likely to make her a more attractive candidate going into the interview.
- During this process, Sierra should always be evaluating her current offer against other opportunities and researching salary data to verify that her offer is competitive.

A willingness to **compromise** is almost always necessary. Always anticipate what you will do if the scenario does not go the way you wish.



# Manage Your Timeline

Weigh your options to streamline your decision making process

## Scenario #1

### Reasons to continue interviewing:

- If Jared waits to make his decision, he can compare other job opportunities.
- If he receives another offer, he will be in a better position to negotiate.
- Jared may discover a job opportunity he never knew existed.

### Reasons to accept the offer:

- If Jared accepts the position right away, he will have more time for academics and Senior year fun.
- If Jared loved the internship and working for this company, it may be in his best interest to go ahead and accept the offer.

## Scenario #2

### Reasons to continue interviewing:

- If Sierra waits to make her decision, she may get an offer with her 1<sup>st</sup> choice company.
- If she receives two offers, she will be able to negotiate by leveraging one against the other.

### Reasons to accept the offer:

- Through her research Sierra may discover that her 2<sup>nd</sup> choice company & job offer is better than she first thought.

**There is no right or wrong decision**, but it is important to gather your facts, think carefully through a pros and cons list and talk to your family and others that might offer constructive advice. Meeting with a Bryant Career Coach may also be helpful.

# Evaluate Your Offer

You got the job offer! Now what??



- Understand the position, organization, salary/benefits and any other offer details.
- Get the offer in writing. An offer letter is standard.
- Take your time to make a decision.
  - Don't feel pressured to make a decision on the spot.
  - Always ask for a few days (maybe longer, depending on your circumstances).
- Review your research, interview notes and offer details.

# Evaluate Your Offer: Consider the total package:

- Base salary
- Commission (if applicable)
- Bonuses (if applicable)
- Stock Potential
- Retirement Plan (401K) & possible matching
- Benefits
  - Health, Dental, Life and Disability Insurance
  - Vacation
  - Tuition Assistance
  - Start Date
  - Flex Time/Telecommuting



# Evaluate Your Offer: factors to consider

## The Job

Day-to-day activities, training, travel  
Work environment: culture, pace, advancement, people

## The Organization and Industry

Prestige/reputation, size, financial stability, growth, management team



## Lifestyle

Work / life balance  
Location vs. cost of living

## Compensation

Base, bonus, commission, stock potential, benefits

# Negotiate: strategies for negotiating salary and more

- Prepare
- Research
- Create an Effective Presentation
- Practice
- Anticipate a negative reaction
- Follow up
- Exercise Patience



# Negotiate: Prepare

## Figure out what you will negotiate

*Sometimes, new graduates may not have much leverage negotiating salary*

## Consider other negotiable items besides salary:

- Resources you need to do the job
- Technology tools or training
- Flexible hours
- Quarterly dinners with senior management (*just make sure it is realistic and will help you do your job well*)

Rank order the importance to you and know your bottom line.

**Will you walk away from the offer if you don't get what you want?**

# Negotiate: Research

## Research Company's Salary Expectations

- Is there a fixed, standard salary for the job? If not, what is the general salary range for the position?
- Use resources
  - such as [payscale.com](https://www.payscale.com); [glassdoor.com](https://www.glassdoor.com) and [salary.com](https://www.salary.com).
  - Print out salary descriptions to use in your presentation.
- Talk to alumni or anyone in your network and ask:
  - “what is a reasonable salary for this kind of job?”
- If you have other offers, be sure to benchmark against salary research to determine whether offers are competitive in the marketplace.

## Research Hiring Manager Expectations

- What are the hiring manager's and/or company's top challenges? *Ask during the interview, if possible!*
- How can you solve the hiring manager's problems? Create a written report addressing each problem and how you plan to solve it.

*This is not always a feasible strategy, but can be very effective.*



# Presentation:

## Create an Effective Presentation

- **Be clear about your terms**

- What are you negotiating?
- Pick the most important and realistic items (*usually no more than 2*).



- **Gather your data**

- Your negotiation will go better if you present some data to support what you are asking for.
  - For example: if you are negotiating salary, be prepared to show your salary research to make a case for why you should be paid more. If you have a competing offer, you can sometimes use that offer to make your case. It is never enough, to say “I want more money” without a solid reason.



# Presentation: Practice what you will say

**Speak calmly and slowly. Be as confident as possible. Reiterate enthusiasm.**

## Examples:

“Thank you for the offer. I am extremely excited. I have also received 2 other offers, but if we can work the terms to a fair number, I am most excited to accept. Both of these offers include a signing bonus of \$5,000 and I am hoping you can match that amount.”

Or

“Thank you for the offer. I am so excited about this position and wanted to show you how I anticipate helping you solve your challenges. I’ve also done some research and prepared an analysis of marketplace salary data. For these reasons, I would like to negotiate an increase in my salary.

Or

Thank you for the offer. In talking with several alumni who work for the company, I have learned many people work a flexible schedule. Because I will have a 2-hour commute per day, I would like to negotiate a 10AM start time with the option to stay later in the evening. This would help beat a lot of traffic and enable me to work more productively.

# Presentation: Anticipate a Negative Reaction

**“We’d love to give you a higher salary, but that’s not in our budget.”**

**What do you say?**

- First, think about whether you are willing to walk away from the offer if your terms are not met?
- If you’d love the position no matter what, then you will most likely negotiate fewer terms (if any) and not push very hard to get your terms met.
- If you have other offers that all seem good, you can probably negotiate more firmly.
  - *However, think carefully about how far you are willing to push, since you may be working with this person in the future.*

# Presentation: Follow up if necessary

If you are negotiating with a recruiter or 3<sup>rd</sup> party, instead of with the hiring manager, you might have to wait for an answer.

- Be patient!
- Ask when they will be able to get back to you with an answer.
- Follow up with a phone call or email.
- Negotiation accepted? Celebrate!



# Decline: juggling multiple offers

Declining offers can be awkward, especially if you have a relationship with the company as an intern.

## Here are the rules!

- Always decline an offer over the phone or in person (if possible).
- Never send a text! Think carefully before sending an email.
- Convey appreciation.

Example:

Thank you so much for the offer. This has been an extremely difficult decision for me, but I have decided to accept another offer. Thank you again for a wonderful internship experience. I really hope our professional paths cross in the future.

Best practice: **Don't accept an offer unless you intend to keep it!** It is easy to burn bridges when you accept multiple offers and then have to decline.

# Final Thoughts

- Research prepares you to make the best decisions.
- Consult with others before you make your decision.
- But remember: **YOU are the FINAL decision-maker**

**Bottom line** - Take advantage of which opportunity positions you for a greater learning experience and future career development.

# Additional Resources

## [Amica Career Center Website](#)

### Online resources

- [NACE Salary Calculator](#) (benchmark your salary against other recent grads nationwide)
- [Payscale.com](#) (create a personal salary report)
- [Glassdoor.com](#) (salary information by company)
- [Indeed.com](#) (salary information by job title)
- [salary.com](#) (search jobs by salary, cost-of-living calculator)
- [salaryexpert.com](#) (compare your salary offers to salaries nationwide)
- [cityrating.com](#) (best places to live in the US)
- [Nerd Wallet](#) (cost-of-living calculator)
- [Finance and Accounting Salary Guide](#) (2015)
- [Quintessential Careers](#) (Resources, articles and salary negotiation tutorial)

### Videos

- [Juggling Job Offers](#)
- [Negotiating an Offer](#)
- [Talk Salary When](#)
- [The Salary Question](#)

### Consultation with Amica Center Career Staff

- National Association of Colleges and Employers (NACE) salary surveys
- Annual survey of Bryant graduates

# For Questions Contact: Amica Center for Career Education

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- [Bryant Career Connection \(BCC\)](#)
- [Events Calendar](#)

**Hours:** Monday-Friday 8:30AM - 4:30PM

