



# **Managing Salary Negotiations**

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# 50-80% of candidates don't negotiate

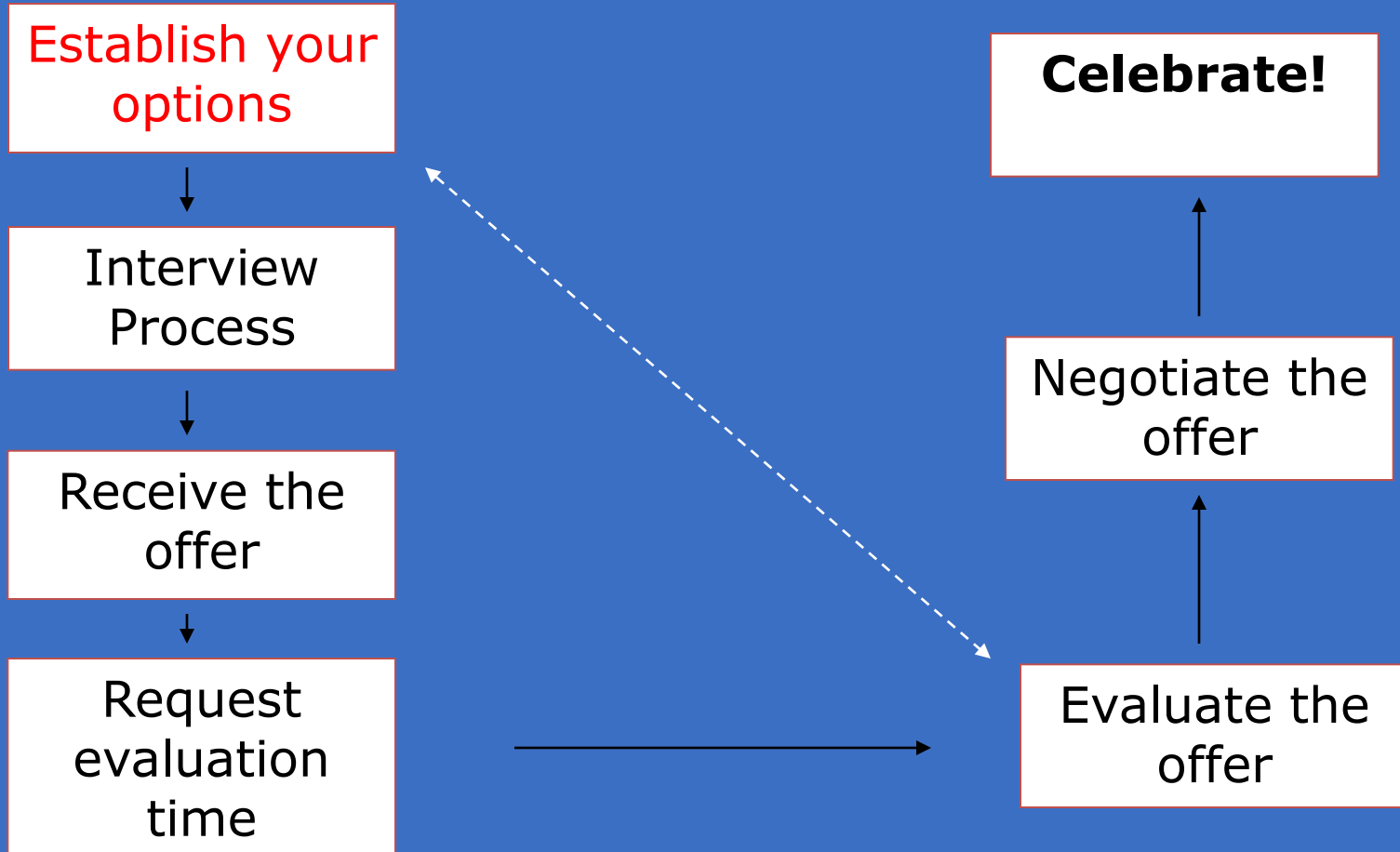
- They lack negotiation “know-how”
- They think salaries are “cut & dry”
- They are fearful of losing the offer



# Negotiation is a job skill

- You will negotiate for time, resources, extended deadlines, concessions
- You may need to negotiate with vendors, customers, third parties

# The Negotiation Process





IBM	118.00
MSFT	60.24
GOOG	57.14
AMZN	84.77
FB	87.38
Apple	111.94
Microsoft	75.00
Amazon	55.00
Google	34.00



# Establish your options

- Base salary range
- Performance incentives
- Health benefits
- Vacation
- Education benefits
- Severance benefits

*Refer to:  
Establish Your  
Negotiation  
Options*

# Major Components of a Job Offer

- Base salary
- 401(K)
- Signing bonus
- Tuition assistance
- Incentive pay percentage
- Flex hours
- Commissions
- Equipment: car, phone, laptop, etc.
- Vacation
- Relocation expenses
- Salary increases timing
- Professional organization memberships
- Healthcare insurance
- Retirement plan
- Stock options



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Facebook	34.01



# Research your market value

- [Salary.com](https://www.salary.com)
- [Payscale.com](https://www.payscale.com)
- [Jobstar.org](https://www.jobstar.org)
- [Salaryexpert.com](https://www.salaryexpert.com)
- [Glassdoor.com](https://www.glassdoor.com)
- [Wageweb.com](https://www.wageweb.com)



# Know your performance value

- Address employer's "buying motivators"
- Improved processes
- Increased efficiencies
- Reduced costs
- Improved customer satisfaction
- Streamlined workflow
- Saved time





# **The Interview Process—** Your negotiation value with every employer starts from your first contact

# Manage the salary question

- Defer

"I would prefer to learn more about the position and how I could contribute to your team before discussing salary."

or

"I would like to defer discussing salary until after I am able to provide a better picture of how my skills and experiences meet your qualifications."



# Manage the salary question

- Toss back

“You have a reputation for paying a competitive salary. I expect to fit within your range. Can you tell me what it is for this position?”

or

“Based upon my qualifications, where do you see me fitting within your range?”



# Manage the salary question

- A ballpark range  
“Based upon my research for this market, I know that the range for similar positions in this industry is from X to Y, and this is well within my expectations.”
- With a toss back  
“And what do you have budgeted for this position?”



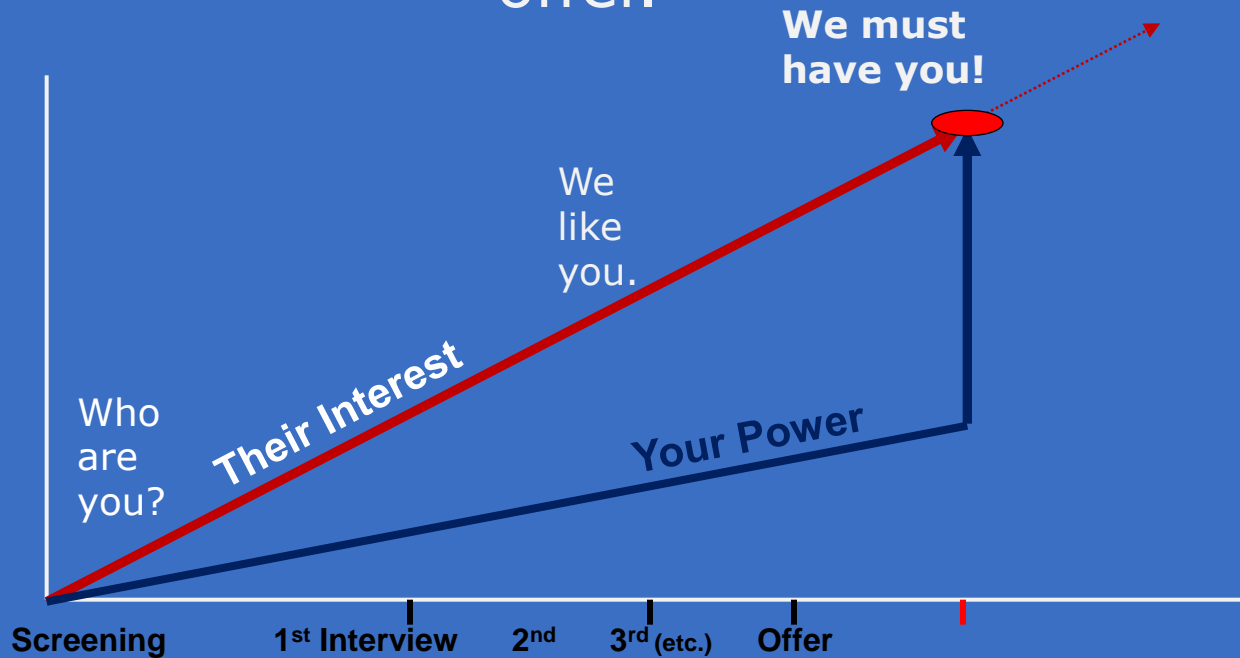
**Never accept or decline an offer  
in the interview**



**Receiving the offer --**  
The first offer is not the  
best offer!

# The Leverage Curve

Your leverage to negotiate is highest when you have received a firm job offer.







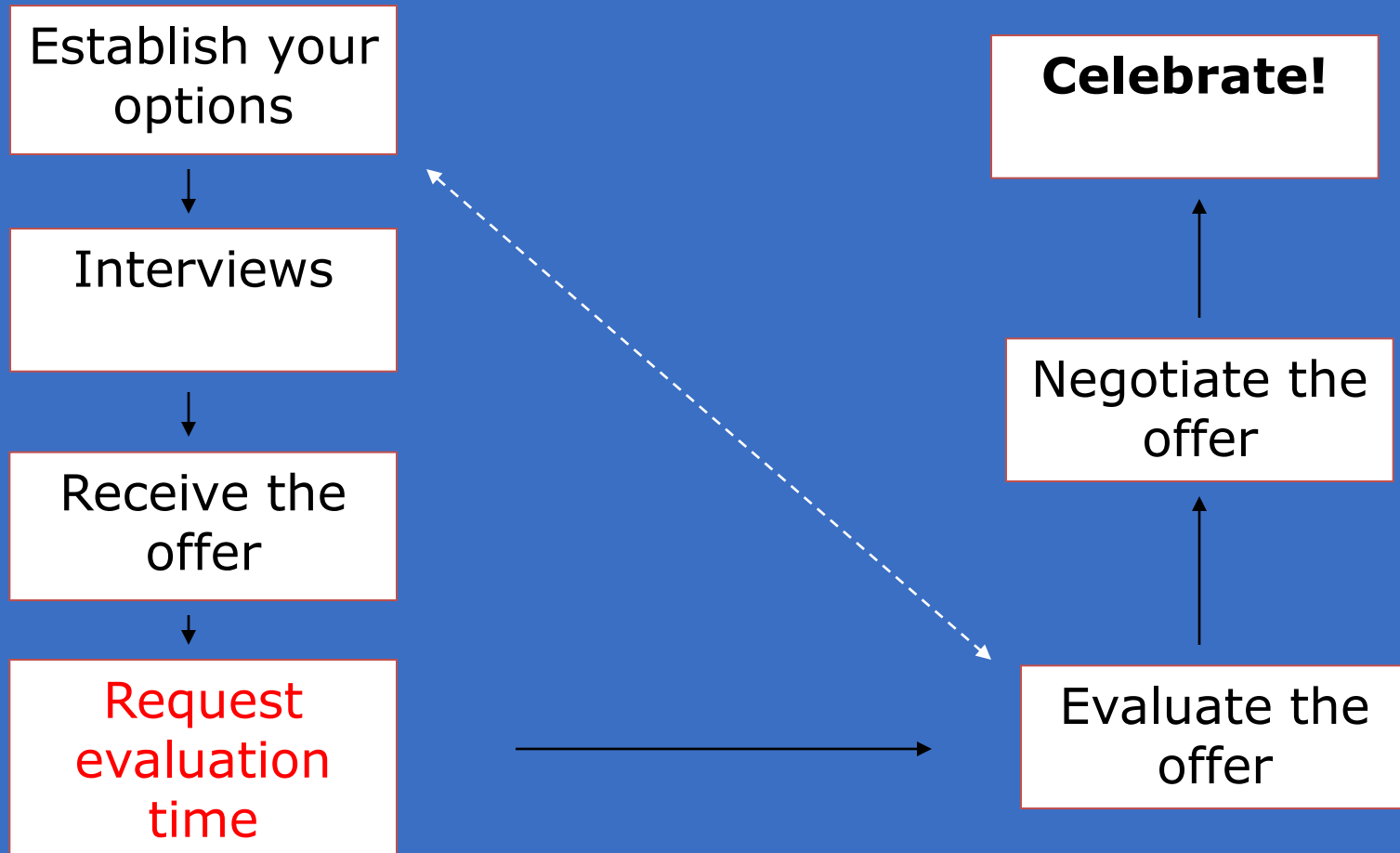
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# Receiving the offer

- Express thanks and appreciation
- Confirm position and scope
- Request the offer in writing
- Email with components is appropriate
- Request missing information, i.e. benefits and employee handbook



# The Negotiation Process

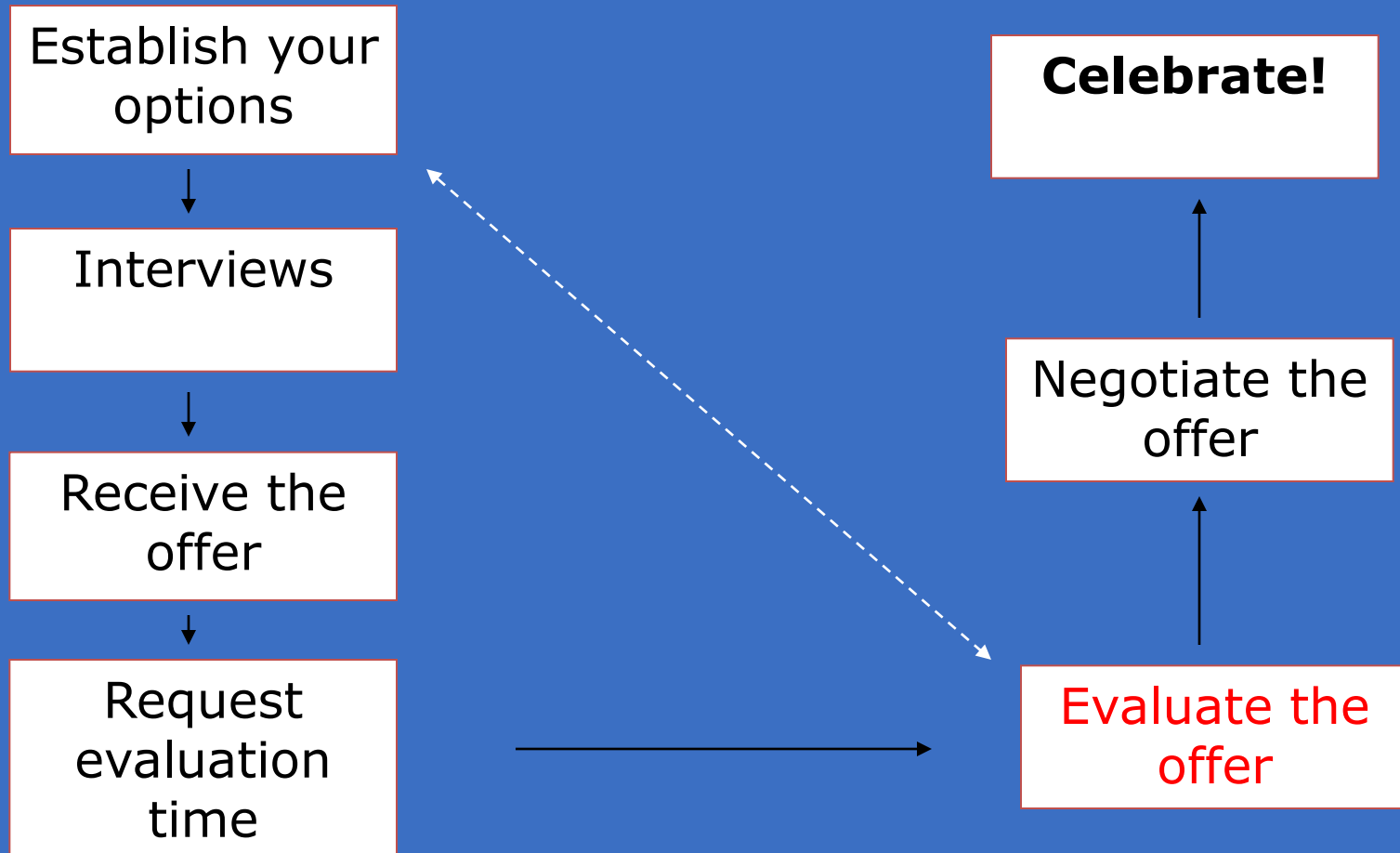




# Request evaluation time

- Think high T, low E
- “When do you need an answer?”
- “How much time do I have to evaluate your offer?”
- Agree on date and time for response
- Contact “B” and “C” prospects

# The Negotiation Process



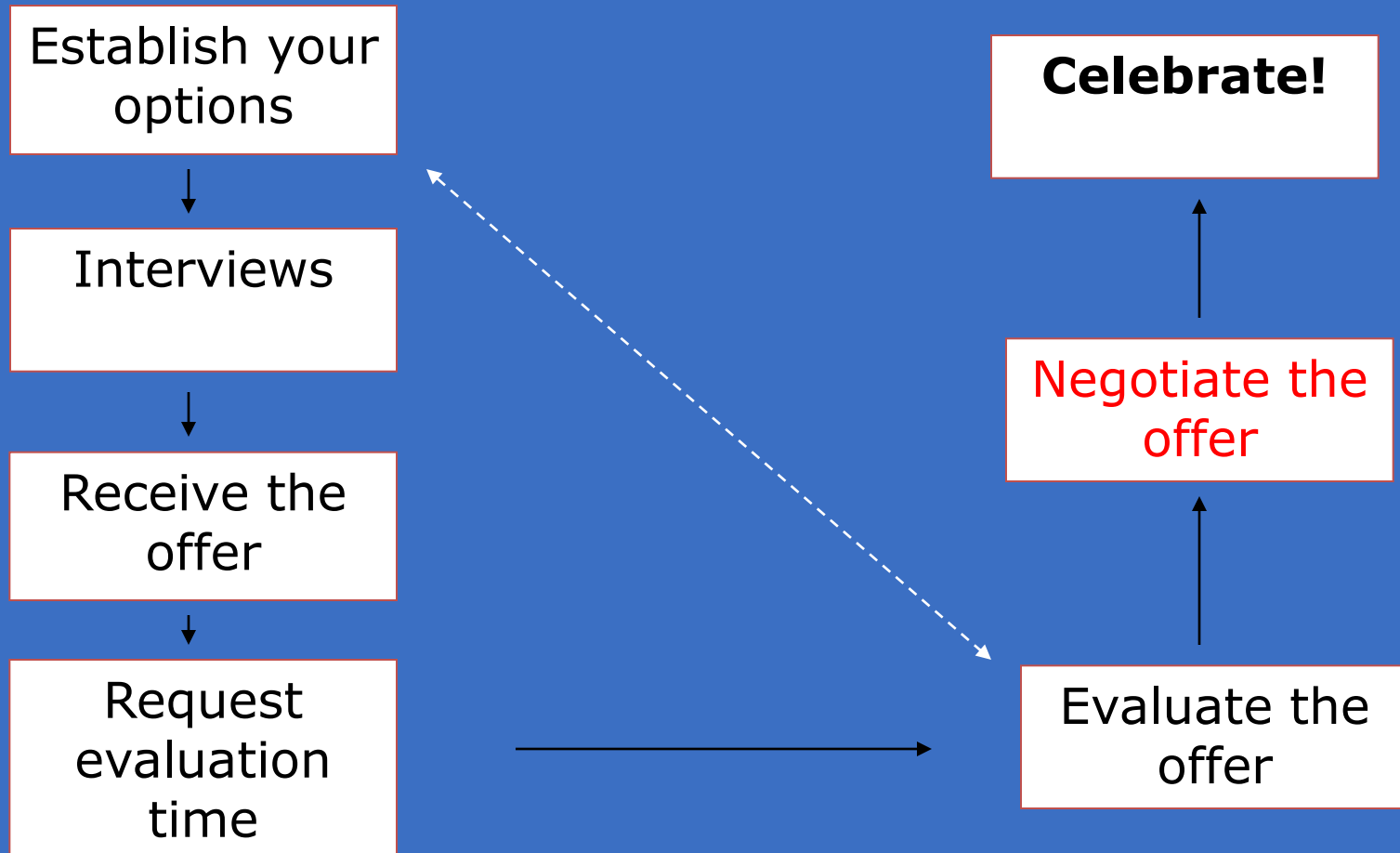


# Evaluate the offer

- Compare offer to your requirements
- Assess gaps
- Prioritize your negotiable issues
- Determine your trade-offs
- Establish your “walk away” figure
- Develop your counterproposal



# The Negotiation Process







# Negotiate to a “win-win” close

- Confirm the issues in agreement
- Be prepared to offer your rationale, your value, their “buying motivators”
- Know what you want and where to compromise
- Have a contingency plan





# Win-win Scripts

- “The benefit package looks great, but I do have a few things that I’d like to discuss.”
- “I was a little surprised at the base salary. It came lower than what I’ve seen in the market...” (remain silent – they should respond)
- “How can we close the gap?”
- “Is there any ‘wiggle room’ in the signing bonus?”



**Obtain the final offer in writing  
it safeguards you against:  
short tenure  
short memory**



**Congratulations --  
Celebrate!**