

Salary Negotiations Websites

- **JobStar** Job Search Guide from the California public library system with links to salary negotiation articles and other websites:
www.jobstar.org/tools/salary/index.htm
- **Quintessential Careers** – a private website that also has links to other salary negotiation sites: www.quintcareers.com/salary_negotiation.html
- Salary Calculator and Moving Calculator by **HomeFair.com**. Also includes info on cities, relocation, crime etc.:
www.homefair.com/homefair/cmr/salcalc.html
- **Data Master's** cost of living info for U.S. cities:
www.datamasters.com/cgi-bin/col.pl

Other Salary Info Websites –

- **Economic Research Institute:** <http://www.eri.com>
- **Monster.com:** <http://content.salary.monster.com/>
- **Pin Point Salary Services:** <http://members.aol.com/payraises/pinpoint.html>
- **Salary.com:** <http://www.salary.com/>
- **SalaryExpert.com:** <http://www.salaryexpert.com/>
- **U.S. Bureau of Labor Statistics:** <http://www.bls.gov/bls/wages.htm>
- **WageWeb:** <http://www.wageweb.com/>
- **Wall Street Journal:** <http://www.careers.wsj.com/salaryhiring/>
- **Negotiating Your Salary - How to Make \$1,000 a Minute:**
<http://salarynegotiations.com>
- **Graduating Engineer and Computer Careers Online:**
<http://www.graduatingengineer.com/interview/salaries.html>
- **Pohly's Health Care Salary Surveys:** <http://www.pohly.com/salary.shtml>

Salary Negotiations: Issues

- Relocation costs
- Cost of living difference
- Housing costs
- Pension plan
- Health benefits difference
- Change in spouse/partner's work demands...income...
- 10-15% increase to make it worthwhile to change jobs
- Stock options, professional dues, expense account, car allowances...
- Professional improvement and training
- Vacation
- Fairness (considering market value – requires effective research)

Salary Negotiations: Research Sources

- Internet salary surveys – see website list
- Professional associations – directory in Center for Career Services
- NACE Salary Survey – copy in the Center for Career Services
- Networking contacts in your field
- Career fairs
- Professional magazines
- Want ads and job listings
- Informational interviews

Salary Negotiation Tips

1. An employer is always willing to pay more than his/her first offer.
2. Get the employer to name a pay range (the top and bottom of a salary scale for the job) at the start of the negotiation. This should happen AFTER a job offer has been made.
3. If an employer asks about salary before the job offer, keep the emphasis on the job match and how you meet the job description:

Employer: **“What kind of salary are you thinking of?”**

Applicant: **“If you don’t mind, let’s be clear first if you feel that the talents I would bring are what you want in the job. If it’s right for me, and for your organization, then I feel sure we can agree on salary. Is there more about the job that you can tell me?”**

4. If an employer insists on trying to discuss salary before there is a job offer, ask for the salary range before you commit to anything:

Employer: **“If you are too rich for our blood, there’s no point in taking more time. How much money do you want?”**

Applicant: **“What is the salary range for this position?”**

5. If an employer offers a range that is below what you feel you are worth, you might say:
“I think you will find I’m worth more than that, but I’m willing to go on talking if you are. Perhaps the job description could be modified to make higher pay reasonable; or I might have to lower my sights at this time because of benefits I don’t know about in the future. This does seem to be the kind of organization I’d like to work in. How can we make this work?”
6. If you feel that the salary range is reasonable and that your talents have been fully appreciated, you could reply:

“I think you know you can depend on me and that my skills are valuable. On that basis, I believe I am worth close to the top of the range. What do you think?”

7. Use silence at this point. The employer needs to respond.

Salary Negotiation Tips (cont.)

Employer: **“We always start newcomers at the bottom of the range.”**

Applicant: **“I understand that. But I think you have an appreciation of my reliability that would require many months of experience with your standard newcomer. I’m sure you will find I’m worth placing in the top half of the range.”**

8. Even if the employer comes back with something lower, keep talking about what you are WORTH, not what you need. Remind employers of your background and skills, and that they are worth something more than is being offered. Your worth must be not only demonstrated, but consciously known by an employer before it is truly valued.

9. If you cannot get an employer to offer a salary increase, remember that there are other things for which you can negotiate: conference money, professional development, more vacation time, bonuses, etc. You can also negotiate for a review and possible raise sooner than is normal for that position.

10. If an employer offers you the job, but no salary has been discussed:

Employer: **“We like what you have to offer. When can you start?”**

Applicant: **“I feel I would like to work with you. I could start next week. What is the salary range for this position?” (Employer gives range.)**

“I think you know where you can depend on me, and on that basis I’m worth close to the top of the range. What do you think?”

Remember, if you don’t ask, you will never know if you could have gotten a raise!

Salary Negotiations: Other Strategies

Negotiate for the Future:

When the money is not up to your expectations or what you feel you are worth, negotiate for an early review and pay increase.

You say: “You know, the salary you offer is less than what I have been earning. I feel that’s because you haven’t seen what I can do in your organization and you cannot know how I’ll get along with others here. I believe it will take no longer than three months for my work to provide clear information on these matters. Under those circumstances, I would like to suggest that my work be reviewed in not more than three months and that I be given an appropriate pay increase if that is indicated. Do you think that could be done?”

Keep a management notebook as record and proof of your contributions and worth during those three months.

Hip Pocket Job:

If offered a low-pay position, you may use this situation as leverage to a better paying position.

You say: “This pays less than I’m accustomed to, but I would want to consider it because opportunities for advancement could be good. Give me a little time to do some figuring on how I might manage. Is it okay if I call you with my decision in about a week?” (They usually will agree).

Then you call your most responsible contacts and say: “I have a firm job offer, but it doesn’t have the opportunities I would like. Is there a place you know of that might have a better opportunity?”

The principle: Because you are in demand, others should also want you.

Citation: Bernald Haldane, Ph.D., Center for Dependable Strengths, Seattle, WA.