

'Should I Accept The Job Offer or Not?'

Understanding Your New Position

You have sailed through the interviewing process and the time has come for the job offer to be presented. You may have an idea about the content but not the specific details and most importantly, the numbers. The situation presents itself; "Should I accept the offer presented? or should I negotiate for what I want?" Each and every job offer will be different but before it is made you must understand what it is that you want and what makes it attractive. We offer suggestions and topics for consideration prior to your acceptance of the new job offer.

- When looking for new career opportunities you will be at a distinct advantage if you are working with a recruiter because they will be able to provide you with important company information: salary range (as discussed with them by the Hiring Manager), Targeted Annual Earning potential, Company perks, a brief hiring history about the company or the position and how long they have been looking to fill this position.
- Always remember that the starting salary is negotiable and not written in stone. It's more likely that additional benefits i.e. Health Insurance costs, 401 K plans are not as flexible.
- If you are accepting a Sales position, make sure that you are comfortable with and understand fully the salary structure plus the commission plan. If necessary get in writing what your monthly quota will be, the percentage of commission you will receive, when it will be paid and any other variables that will affect your yearly earnings.
- As an experienced Sales person you bring industry expertise as well as established accounts to the hiring manager. What is this business worth to this new group? With this "book of business" you might consider a straight commission salary with a higher percentage rate for the business.
- Listen to and fully understand the entire compensation package: You may have a number that you will not deviate from and perhaps it can be obtained with all of the different commissions, spiffs and perks. Run the numbers..... Some corporations will pay more in a base salary and less in commissions and this might appear more attractive and secure to you. Run the numbers.... Some corporations have a standardized salary and compensation package. If this appears inflexible, negotiate a non-recoverable draw for 90 - 120 days (to keep you in a comparable salary range during the ramp up period).
- Understand what expenses will be covered in your offer letter. Will you be reimbursed for mileage, client entertainment, car phone or beeper allowances and any other miscellaneous expenses?
- Consider the cost of health benefits an important benefit to you and perhaps your family; not as an unneeded expense that cuts into your salary.
- When considering the offer, do not demand the unreasonable: unlimited vacation time, membership to an exclusive country club, an expensive sports car as a

- company car, child care expenses (even if you have no children yet but are thinking about starting a family!), part-time work hours for full-time pay.
- Also to be considered, if you are changing careers or even geographic locations you must be more flexible in your salary expectations as experience and geography play an important role in the overall compensation package.

Remember the decision is yours to accept or decline the job offer. Make sure that you receive the job offer, salary and bonus details, benefits and career expectations in writing. Understand all of the details fully and ask as many questions as needed until you are certain of the answers. This will confirm the company's commitment to you as a valued employee.