

Negotiation Tips

What is Negotiating?

Negotiating means to arrive at a deal, bargain or settlement through a conference or discussion

Tips for Negotiating

- Never take the first offer: Respond with “let me think it over,” or “I will consider this offer and get back to you with a decision”
- **LET THEM MAKE THE FIRST OFFER:** Avoid the risk of underbidding your offer
- **Understand** and be able to **adequately explain** the skills associated with those roles
- Evaluate your counteroffer based on your experience
- Research salaries before applying for the job
- **KNOW YOUR WORTH!**

THINGS TO CONSIDER WHEN EVALUATING YOUR SALARY

- Living Expenses
- Vehicle Expenses
- Groceries/Food
- Transportation – fuel and toll

What do the employment packages cover?

How much experience do you have?

What is the cost of living in the area?

What are the surrounding areas like, and do they fit your ideal living environment?

Useful Tips and Facts

- Entry-level jobs will typically look for 6 months to one year of experience
- Get as many relevant certifications as possible
- Email job descriptions to yourself when you apply: Job announcements are no longer available after application deadline has passed.