



TEXAS TECH UNIVERSITY

Edward E. Whitacre Jr.
College of Engineering™

Offer Negotiations

When weighing offers and considering negotiating, take a step back, think about what is most important to you, and talk to people you trust to get an unbiased opinion on any offer(s) you've received.

When should you negotiate?

- Only after you have received a written offer from the company.
- Only if you have done your homework and have specific reasons why you have leverage for negotiating. This could include another offer that is higher, special skills, unique work experience, research on standard offers for the position type/location shows the offer is low, or something similar.
- Only after practicing your pitch. Your phrasing and tone must be considerate, clear, and compelling.

You should also remember that dollar amounts like a salary or signing bonus aren't the only factors when reviewing or comparing offers. There are many non-salary factors that may enter the equation:

- The job itself – duties/responsibilities
- Career path within the company
- Geographic location and cost of living
- Work environment / Corporate culture
- Work/life balance
- Signing bonus / performance bonus
- Relocation reimbursement
- Vacation time
- Comp time (time off or time-and-a-half for overtime worked)
- 401(k) / retirement plan benefits
- Stock or equity in the company
- Insurance: Health, Dental, Vision, Life
- Continuing education or tuition reimbursement
- Student loan repayment
- Flexible work schedule
- Parking and/or meals reimbursement
- Personal use of frequent flyer miles

Reminders

- Bring specific reasoning to the table to have an effective negotiation rather than trying to bluff your way to a higher number. Similarly, remember that if you are negotiating because of another offer, you should be prepared to show that offer for verification if asked.
- Feel free to contact Career Services for advice on how to make your pitch to companies. We are happy to help you prepare and practice.

Contact Career Services at coe.careers@ttu.edu with any questions.