

Evaluating Multiple Job Offers

How do you evaluate job offers and choose the best one for you? Before you sign a contract for your first job out of college, you should consider other factors in addition to the salary offer. Other considerations often contribute to a better choice for your first job. The following considerations will help you evaluate multiple job offers.

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Job Responsibilities

Find out exactly where you will fit in the company and how you will contribute to the organization's goals. Will you be given enough responsibilities or too many responsibilities with your first job? Do these job responsibilities match your career aspirations?

Base Salary

You should make sure that your base salary will meet the cost of living for the area in which you plan to move. Is your salary based on commission or a fixed rate?

Benefits

What benefits are included in the offer? Consider 401(k) plans, medical coverage, dental coverage, insurance, pension, and training. You should consider your own health and family medical history when considering health and insurance plans. You may also consider maternity and spouse or partner benefits. Also consider that some employers offer educational benefits that will cover tuition if you return to college.

Work Location and Environment

Will this job allow you to live and work where you would like? How much of a commute will you have each day? Will you need to live in a small apartment to afford housing close to work? Can you telecommute periodically?

Performance-based Incentives

Does the employer offer bonuses? Are bonuses based on group accomplishments or individual performance? Are the bonuses annual?

Workplace Pride and Identity

Do you have pride in the organization you will be working for or in projects you will be assigned? Do you feel committed to the goals, values, and mission this organization supports?

People

Do you feel comfortable with the staff you met during the office visit? Do you look forward to working with the people associated with this job?

Company Culture

Is the organization's culture conservative or liberal, formal or informal, conventional or innovative? Does the organization have a reputation for being creative, hard-working, or family-oriented? Is it a stable working environment? How does the culture relate to your personality?

Time and Flexibility

Will your daily schedule allow you much flexibility? Will you be permitted to set your own work hours? Do most employees work long hours on a routine basis? Does this match your personality? How much vacation time and sick leave is allowed?

Growth Potential

Will there be opportunities for you to advance or change jobs? Will there be opportunities for you to learn new skills and attend training sessions, professional development workshops, or conferences? Will you be compensated for training or post-graduate education?

Accepting a Job Offer

Once you have signed a written agreement to contract with an employer it is unethical to renege on the contract. Reneging on a job contract can be detrimental to both your reputation and the reputation of your university.