

# Executives & Middle Level Professionals Job Offer Decision Matrix

Good Offers Should Be 20%-30% Better  
*Compensation is only part of the 20%-30% offer!*

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Carl Bradford aka The Employment Guy - Author



- Excellent
- Very good
- Good
- Average
- Poor

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Contact Information: [info@bradfordconsulting.com](mailto:info@bradfordconsulting.com) .  
<https://bradfordconsulting.com>

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## Job Offer Decision Evaluation Form

The following factors represent some of those most important to executives and mid-level professionals. You may choose to select those that apply and add to them into a separate form or spreadsheet, so they more closely align with your specific professional needs and circumstances.

Assign each factor a weight from 0 to 5. Enter zero into any factor that does not apply e.g. relocation. Or if using a separate spreadsheet leave out. When you receive an offer, rate how strong the offer is on each factor, on a scale from one to five.

For example, if you gave company stability match a relative weight of 5 and rated Job A as a 3, then Job A would receive 15 points. Add up the results for each factor, and you'll have a weighted score for each of the competing offers.

Factor	Weight (0 – 5)	Job A <i>Rate:1-5</i>	Job B <i>Rate:1-5</i>	Job C <i>Rate:1-5</i>
<b>Requires Relocation: Personal and family</b>				
Paid relocation package				
Housing				
Children/Schools				
Travel requirements				
Spouse opportunities				
Recreation				
Climate				
Church or worship				
<b>Company</b>				
Commute distance				
Overall company culture match				
Company stability				
Company growth opportunities				
Work life balance				
Flexibility of schedule				
Market strength of products/services				
Company size/stage				

Remote work availability				
<b>Professional - Skills/knowledge/education</b>				
Technical skills to use/learn/strengthen				
Management skills to use/learn/strengthen				
Training, industry events and seminars				
<b>Professional - Projects and Growth</b>				
Number and variety of development projects				
Number and type of projects to lead				
Quality of promotions/transfer opportunities				
Value of company brand to personal future				
<b>Professional - People /Clients/Customers Exposure</b>				
Number and level of executives exposed to				
Exposure to customers, suppliers, strategic partners				
Value of contacts to future career endeavors				
<b>Professional- Support of manager and colleagues</b>				
Boss leadership style match				
Culture for continuous learning				
Resources/subject matter experts available				
Quality of teams/colleagues/co-workers				
Mentoring programs				
Job workplace atmosphere, intense/relaxed, competitive/supportive, chaotic/organized				
<b>Professional – Salary &amp; Compensation</b>				
Salary offered				
Future salary increases				
Range of likely bonus/commission awards				
Number of possible stock options				

Value of having company name on resume in the future				
<b>Professional – Job Challenges and Risk</b>				
Number, type, and level of risks allowed				
Opportunities for funding individual ideas				
Opportunities for public and companywide exposure				
Impact of your work on company/customers				
Tools, equipment, and resources available				
<b>Others: Not Listed Above</b>				

**Comments/Observations/Thoughts:**

## COMPENSATION AND BENEFIT DETAILS

The following provides a more comprehensive list of overall salary and benefits. You can choose those that are most relevant to your circumstances and place them into a spreadsheet and use a 0 to 5 weighting and ranking scale and put them into your matrix as explained above to get a more balanced and unbiased results.

### Compensation

Base Salary

Performance bonus

Commission

Hiring bonus

### Benefits

Medical

Dental

Vision

Life

Long-term disability

Vacation / Personal days

Holidays

Maternity – husband and wife

### Long-Term Financial

Pension or 401K

Time for vesting in pension/401K

Matching investment – profit sharing

Other

### Perquisites

Expense account

Company auto

Commuting allowance

Parking reimbursement

Free lunches

### Educational Programs

Tuition reimbursement

Management/leadership development

Professional association membership

Workshops – professional events

Industry subscriptions

### Relocation

House hunting trips

House/apartment realtor location assistance

Allotment for getting settled

Moving costs

Travel costs

Temporary housing/living

Higher cost-of-living adjustments

### Employee Services

Computer – electronics equipment

Mobile phone subscriptions

Company products discount

Executive annual physical exam

### Executive Perks

Health club

Country club

Frequent flyer miles

Airline VIP membership

Upgrade airline seating

Upgrade hotel accommodations

Executive dining

Accompanying spouse travel expense

Company tickets – seating sporting events

Larger, better office location and  
furnishing  
Private administrative assistant

Reserved parking  
Sabbatical or similar leave

## **Appendix A: Terms of Use**

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