



## The Career Center

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### Evaluating Job Offers

Each year, thousands of job seekers blindly join losing teams. Some people scrutinize a used car with more care and concern than what they give to investigating a prospective employer. Choosing a solid, growing company has many advantages not the least of which are job security and advancement opportunities. One way to feel confident in your decision to accept a particular offer is to know that you have made a decision based on a thorough evaluation. Whether you have one offer or several, everyday you postpone that decision, you risk the possibility of losing the opportunity. Use this form to help undertake a thorough evaluation.

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|--|-----|----|-------|
| 1. This job will motivate you to want to get up and go to work in the morning.                   | YES | NO | MAYBE |
| 2. The employees you talked with have a positive and up-beat attitude about the company.         | YES | NO | MAYBE |
| 3. This position will give you the type of peer interaction you prefer.                          | YES | NO | MAYBE |
| 4. You will feel comfortable working for this boss.  | YES | NO | MAYBE |
| 5. Those around you, whom you respect, will respect you for taking the position.                 | YES | NO | MAYBE |
| 6. This position will support your need to continue to grow as a person.                         | YES | NO | MAYBE |
| 7. You will be able to express your uniqueness and be a contributing asset to the company.       | YES | NO | MAYBE |
| 8. You will have the opportunity to have a major say in defining the responsibilities of the job | YES | NO | MAYBE |
| 9. This position will allow you to utilize your top 10 skills and abilities.                     | YES | NO | MAYBE |
| 10. There are no negative travel or relocation issues.   | YES | NO | MAYBE |
| 11. This <u>industry</u> is growing.   | YES | NO | MAYBE |
| 12. The <u>company's</u> growth rate is as good or better than the industry.                     | YES | NO | MAYBE |
| 13. The management team is stable.   | YES | NO | MAYBE |
| 14. The company's decision-making style on major matters corresponds well with yours.            | YES | NO | MAYBE |
| 15. You will make the kind of money you need now, with good long-term income potential.          | YES | NO | MAYBE |

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|---|-----|----|-------|
| 16. There is plenty of opportunity for advancement.   | YES | NO | MAYBE |
| 17. This position will increase your future “sale-ability”.   | YES | NO | MAYBE |
| 18. The position will afford you the time for family and other activities outside of work that are important you. | YES | NO | MAYBE |
| 19. They offer an acceptable vacation schedule.   | YES | NO | MAYBE |
| 20. There will be opportunities for continuing education, training, and skill development.                        | YES | NO | MAYBE |
| 21. The insurance benefits will meet your needs satisfactorily.   | YES | NO | MAYBE |
| 22. There are very few negative factors related to this job.  | YES | NO | MAYBE |