

EVALUATING A JOB OFFER

1. Review, add and Modify Criteria that you would like to evaluate a job offer.
2. Identify how those criteria would be satisfied in your Ideal/ Preferred Job.
3. Enter the details of each job offer you receive.
4. Compare the offer(s) against each other and your preferred criteria to identify the best option.

Criteria	Ideal/Preferred	Job Offer 1	Job Offer 2	Job Offer 3
Job Duties				
Location				
Work Conditions				
Salary/ Benefits/Total Compensation				
Company/ corporate Culture/ Values				
Career Path/ Trajectory				
Other				
Other				