

# Understand Offers Better

Name of potential employer

Name of the hiring manager

Position and Title

Responsibilities

Cash Compensation	Current-Recent	Offer	Needed	Wanted
Base Salary/Wage				
Bonuses				
Commission				
Overtime				
Other				
Total Cash Compensation				

Benefits	Current-Recent	Offer	Needed	Wanted
Health Insurance				
Dental Insurance				
Vision Insurance				
Life Insurance				
Disability Insurance				
Family Medical Insurance				

<b>Benefits</b>	<b>Current-Recent</b>	<b>Offer</b>	<b>Needed</b>	<b>Wanted</b>
<i>Weeks of Vacation Per Year</i>				
<i>Number of Paid Holidays Per Year</i>				
<i>Number of Sick Days Per Year</i>				
<i>Severance Agreement</i>				
<i>Savings/ Retirement Plan</i>				
<i>Deferred Compensation Plan</i>				
<i>Stock/Equity Plan</i>				
<i>School Reimbursement</i>				
<i>Training/Development</i>				
<i>Financial Planning</i>				
<i>Office Equipment &amp; Supplies</i>				
<i>Use of Auto/Pay Mileage</i>				
<i>Use of Phone/Service</i>				
<i>Use of Computer/Tablet</i>				
<i>Tech Support</i>				

<b>Benefits</b>	<b>Current-Recent</b>	<b>Offer</b>	<b>Needed</b>	<b>Wanted</b>
<i>Children Daycare</i>				
<i>Clothing Allowance/Uniforms</i>				
<i>Paid Parking/Commuting</i>				
<i>Relocation Expenses</i>				
<i>Temporary Living/Commuting</i>				
<i>Help with Spouse's Employment</i>				
<i>Cost of Living Adjustment</i>				

<b>Other Factors</b>	<b>Current-Recent</b>	<b>Offer</b>	<b>Needed</b>	<b>Wanted</b>
<i>Location and Travel</i>				
<i>Flexible Hours and Free Time</i>				
<i>Team vs. Individual Work</i>				
<i>High vs. Low Risk</i>				