



What happens next?

- **They want more information** - If they ask for more information then that's a good sign so don't suddenly get defensive. Answer calmly and with patience as they may just be probing you for more details to help the decision.
- **They counter offer** – This is where knowing your range is of the utmost importance. You may not get the 'fantastic' outcome you wanted but it might be good enough!
- **Should you negotiate?** – Yes, definitely! Thank them sincerely for their consideration of your request and then repeat what you originally asked for and reinforce why you believe you're worth it. Maybe they will give you that little something extra to sweeten the deal! This could be a "one-off" bonus or some other allowance that may be of value to you.
- **Get them to reconsider** – Try saying something like "I would like to settle on something that makes us both comfortable as soon as possible". This shows your sincerity and that they are not wasting their time with you.
- **They don't respond** – Some bosses think that if they ignore a problem it will go away. It's up to you to set the agenda and then follow up.
- **They say no** – Be prepared for this. As you have just seen in the last chapter there is a variety of reason that they can come up with to reject your request and you need to be ready for this.
- **Be Gracious** – Now is not the time to "spit the dummy" and stomp out of the room. No one likes a sore loser.
- **A 'No' still has a positive side** - Even if the answer is a "no", you've stated your case and they know where you stand, and that will be remembered when it comes time to discuss pay rises in the future—namely, that you're someone to be taken seriously. When the situation of the business improves or something changes, you might be pleasantly surprised after all.
- **Set a date to ask again** - Thank them for their time, let them know you understand and ask for another review in a specific period of time – three or six months, Christmas, or the New Financial Year.
- **What else can you do?** – If you do get a negative response, find out what else you need to do to get a positive one? This will give you a really clear understanding of what is expected of you in order to earn more later on via pay rises and that's a good position to be in.
- **Don't take it personally** – Always remember that this is a business transaction and not a judgment of your personality. You are you; you are not your salary.
- **Don't slack off** – This is a question of personal pride and professionalism. If you don't get the pay rise, don't slack off! It will only reinforce to your boss that they made the right decision by saying no in the first place.
- **Send a thank you note** – It does matter what the outcome, make sure to send a thank you note. Common courtesy goes a long way and will put you in good stead for the future. It will also remind your boss that you're grateful for the conversation that you had and shows' them that you have follow-through and, if it was a 'no', that there are no bad feelings.
- **Consider looking elsewhere if the situation doesn't change** - You should never have to settle for less than you deserve. If you're shooting higher than

JobPrep – Prepare for your next job!

P: +61 7 3211 1433 E: admin@bseriesrecruitment.com.au

A: L12, 97 Creek Street, Brisbane QLD 4000, Australia

Written and presented by Ken Fowler – Managing Director, B Series Recruitment | All rights reserved © 2015 - 2019



your company is willing to pay, maybe it's better to apply for a different position that has a higher salary, either with your company or another one. Think this possibility through carefully as there is no need to burn bridges just because your conversation with your boss didn't go well.

- **Hang in there** - It's better to stick with it for a little while longer to try to work for that pay rise. But if months have passed and you haven't gotten the recognition you deserve in spite of your hard work, then don't feel bad about seeing what other companies have to offer.
- **They agree!** – Well done. All your preparation has paid off.
- **Get it in writing!** – Don't just take their word for it, make sure you get a new employment contract or an amended one noting the changes. Make sure you get the date that the new package commences from.