Salary Negotiation Workshop
Activity Worksheet

JOB DESCRIPTION from C4T

The Senior Analyst, Science Research is responsible for advancing ABA’s Science Research priorities with key emphasis on nutrition and ingredient safety.

- Monitor the scientific landscape (both tox and nutrition) relative to both the safety of the ingredients our beverage companies use and the efficacy of our products (emerging issues);
- Serve as VP's surrogate at conferences;
- Draft regular outlook/updates summarizing findings from key “quality” studies (and studies presented at conferences) and highlight significance;
- Help create a user-friendly electronic database to house the available literature, registered studies (e.g., ClinicalTrials.gov) and other sources of information that would help quickly identify relevant publications as basis for science-based positions.

Importantly, this position will require significant review of research articles that reflect toxicological concepts, epidemiology, nutrition, statistics, etc. coupled with distillation of key points. Being computer/software savvy to help create and maintain a searchable electronic filing system is desired.

To be qualified for this position, the individual must possess a M.S. or equivalent degree is required with a minimum of 2 years related work experience within Public Health, Environmental Science, and Biology, Toxicology and/or Chemistry and at least one of these: Nutrition, Ingredient Safety, Contaminants.

STEP 1: SALARY.com RESEARCH

![Salary.com Research](image)
EXAMPLE: Steps to Benchmark Salary and Benefits

(Figure this out before your interview!)

1. Salary.com research
   Job Title: Research & Development Associate II

2. Look at the salary range and identify your target salary (What you hope to earn; goal of the negotiation). Aim high, but be realistic. Let’s assume you meet all of the requirements so we will use the median as the target salary.

   Salary Range: $51,200-$65,800
   Target Salary: $55,900
   5%=$2,560; 10%=$5,120; 15%=$7,680

   Note: Take home pay can be calculated at PaycheckCity.com

3. “Negotiation Range” Not more than 20%! The target salary is the bottom of the “negotiating range”. Let’s use 10%.
   Negotiating Range: $56,300-$70,900

4. Create/Update your realistic monthly budget.
   Monthly Budget: $2,740

5. Compare the target salary’s monthly pay with the estimated budget to identify your BOTTOM LINE (the absolute minimum acceptable salary)
   Target Salary Monthly pay=$3,327

6. Compare the target with the estimated budget to find a MINIMAL ACCEPTABLE SALARY.
   Use the calculator at PaycheckCity again, putting in other offers.
   BOTTOM LINE= Minimal acceptable salary=$50,000

7. Factor in the value of the benefits package
   Approximately $8,700 Annually
   Health insurance= $500/month
   Professional development=$1,000/year
   Metro Pass = $100/month
   Contribute 3% to retirement=$1,500
Sample Role-Play Scenario (A phone call negotiation)

Person E=Employee: Hello, thank you for setting up this meeting to talk with me today. I am so excited by your offer for the Research Analyst Position and joining the American Beverage Association. I had a chance to review the details of the offer.

HR: Well, we think you are an excellent candidate for the position and a great fit. We hope that you will accept our offer of $50,200 a year plus benefits.

E: Thank you. I am confident that I will be able to do an excellent job based on the duties we discussed in the interview. However, according to my research, the market rate for someone in the position is $56,000-$70,000. Would you consider a starting salary offer in that range?

HR: Hmmm. The position is budgeted at a maximum of $60,000. In addition, your experience has primarily been in an academic setting. We know that you will be able to do great in the position, but this is your first professional position and we do have such a great work environment and benefits.

E: I can appreciate that. However, my experience summarizing scientific research is going to benefit ABA and we are going to be able to reach the members so effectively and so quickly. We won’t have to deal with any learning curve related to writing scientific summaries. I hope that we can come together to come to a starting salary that reflects my qualifications and how that will benefit ABCs goals for that new database.

HR: Yes, you definitely are a great fit for ABA. The best we can offer is $56,500.

E: Thank you. I am also interested in discussion the benefits package.

HR: Sure, we offer all new employees the standard set of health and retirement benefits that I sent you with the offer. What questions did you have?

E: I did not see any professional development included in the offer. I am really interested in taking some skills based training each year that will increase my value to ABA.

HR: We definitely want our employees to continue adding new skills that will increase their productively. We can offer you $500 annually. Of course you would need to discuss and work out prior approval with your manager.

E: Great. Thank you. This is a very generous offer. Could you please send me that in writing later today so that I can respond with an answer by the end of the week?

HR: Absolutely.