

Job Offer Evaluation Worksheet

Evaluation Criteria	Company	Company	Company
Company Name			
Job Title			
Salary			
Signing Bonus			
Location			
Start Date			
Company Size / Number of employees			
Job duties - interesting & challenging			
Opportunity for relocation			
Opportunity for advancement			
Evaluation Process / Opportunity for Raises			
Medical Plan What kind of plan (HMO, PPO, Other)? Premium cost each month? Cost to use plan? Partner/dependent coverage and cost?			
Dental Plan Premium cost each month? Cost to use plan? Partner/dependent coverage and cost?			
Vision Plan Premium cost each month? Cost to use plan? Partner/dependent coverage and cost?			
401(k) / Retirement Plan Matching % Vesting period?			
Profit Sharing Plan (click for information)			
Year-End Bonus			
Stock Options/Employee Stock Ownership Plan (click for information)			
Relocation Expense Reimbursement			
Paid leave: Vacation, Sick (PTO), other			
Tuition Reimbursement			

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Life insurance			
Disability Insurance			
Dependent Care			
Flexible Spending Accounts for Childcare or Medical Expenses (click for information)			
Overtime or Comp time			
Flexible Work Hours			
Professional Development/Training			
Supervisor Fit			
Corporate Culture & Values Fit			
Commute			
Other Perks not listed (e.g. gym membership, etc.)			
Determine your TOP 10 VALUES: (insert yours below)			
Value #1:			
Value #2:			
Value #3:			
Value #4:			
Value #5:			
Value #6:			
Value #7:			
Value #8:			
Value #9:			
Value #10:			

Other Things to Consider:

[Cal Poly Career Services Recruiting policies](#)

[Calculate Cost of Living: Payscale.com](#)

[Calculate Your Take-Home Pay using Salary/Hourly Calculator: Paycheckcity.com](#)

[Develop a Budget to Determine Feasibility: Mapping Your Future Budget Calculator](#)

www.careerservices.calpoly.edu

For career help, schedule an appointment with a career counselor through MustangJOBS/Handshake or come to General Drop-in at Career Services (Bldg. 124) on Mondays thru Thursdays between 1:00 to 4:00 p.m.



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Career Services