

# Strive to Thrive

## Career Tips For Ted Rogers School Students

These reports leverage the expertise of BCH staff to share best practices for students & alumni.

### What Are Your Salary Expectations?

When you're filling out online career applications, completing interviews, or when you're presented with an employment offer, you may get asked this question. Salary discussions and negotiations can be common, so it's best to always be prepared for the topic.

Being prepared means conducting research on salary insights so that you're well equipped with key facts and figures that can help you answer this common question.

### Do Your Research

Researching salary data and insights is your first step to not only answering this question successfully, but also achieving your desired income. Follow these steps below to build your knowledge of salary and wages in your career.

**Step 1:** Whether you're a Ted Rogers student or a graduate, begin by identifying your years of experience in the occupation you're interested in, along with your level of education. This will help you as you review salaries and wages while completing your research in the next step.



**Step 2:** Using the resources listed in this report, complete your research by searching for the role you're applying for. Be sure to search by job title and geographic location to explore facts and figures that closely align.



**Step 3:** Once you access the data, review the low, median, and high salaries for the region. Median salaries typically represent the prevailing wage for the occupation, and the middle point of how wages are distributed.



**Step 4:** Based on your education level, experience, and salary research, identify a range that you're comfortable accepting, when offered a job, or that you're comfortable sharing if asked your desired salary.



# Online Career Applications, Interviews & Employment Offers

Whether you're completing online career applications, participating in an interview, or have just been offered a role with a company, the topic of salary expectations or offers will be presented to you.

For **online career applications**, some employers may ask you what your salary expectations are directly on the online form through an open field or a drop-down menu of options. It's recommended to share a salary range here based on your research. Giving a range allows for movement by both you and your potential employer, and doesn't lock you into one single salary.

For **interviews**, it is not recommended to bring up the topic of salaries during your initial interview. It's best to wait until you and your potential employer have learned more about one another first. You may choose to bring up the topic of salaries and wages once you move forward into a final stage of the interview process. You can do this by asking employers if they could share more details about the position, including salary.

For **employment offers**, if salary is a key factor for you and top-of-mind, you can choose to begin discussing the topic with your potential employer once you're presented with an offer.

## Salary Expectation Discussion Scenarios

When speaking with employers during interviews or when receiving an employment offer, you can approach the topic of salary expectations by either **accepting the employer's offer or initiating salary discussions**. Below are examples of what you might expect, although every scenario is different.

### Accepting the Employer's Salary Offer - Example



Employer

*What are your salary expectations for the Jr. Accountant role here?*

*As a recent graduate of the Ted Rogers School, my ultimate career goal has been to work for Company XYZ and be in a position to add value as a Junior Accountant. I would be happy to accept the starting salary you are offering for this position.*



Candidate

## Initiating Salary Discussions - Example



**Employer**

*What are your salary expectations for the Business Analyst role here?*

*As a recent graduate of TRSM with over a year of experience as a Business Analyst for several large corporate companies similar to yours, and as someone who is also working towards a Project Management certificate, my goal is to contribute this knowledge to your company and clients.*

*After doing some research online on the Government of Canada and the Ontario Job Profile's websites for Business Analysts in the Toronto area, I see that the low and median wages for this role are X and Y. With that being said, I'm hoping to land somewhere within that range.*

*Given my education and experience, I would be happy starting anywhere between X - Y per hour, if possible.*



**Candidate**

## Negotiating Salaries

When engaging in salary discussions with your potential employer, you can consider negotiating their salary offer to increase the wage. Negotiations vary and there are many factors to consider. When negotiating, be prepared to share strong reasoning as to why you are asking for an increase to their salary offer.

### Tips When Negotiating Salaries:

- **Prepare your key experiences, education, and skills** that align with the job requirements and employer's needs and be ready to share this when negotiating.
- Consider sharing anything you are currently working on to **further develop yourself as a strong candidate**. This may include industry certifications, LinkedIn courses, bootcamps, workshops, personal projects etc.
- Consider sharing any plans you have to **improve on yourself and therefore contribute more to the role throughout the course of your employment**. This could include additional education, certifications, joining professional associations, bootcamps, skills development workshops, conferences, and more.

It's important to recognize that your potential employer may also need to consider several factors, including: their **departmental budgets, organizational budgets**, whether the position is **unionized or non-unionized, internal and external hiring**, and more.

## Wage Information Resources

Resource	Accessing Wage Information
<a href="#"><u>Government of Canada's Job Bank</u></a>	<p>The "Explore the Market" option allows you to search any occupation in any city and access key facts and figures for that occupation, including wages.</p> <p>Compare low, median, and high wages in the region you selected, as well as in Ontario, and all of Canada.</p>
<a href="#"><u>Government of Ontario's Ontario Job Profiles</u></a>	<p>Use this site to search by job title, National Occupational Classification (NOC)* code, or keywords about the occupation you're interested in.</p>
<a href="#"><u>LinkedIn Salary</u></a>	<p>Based on information submitted by LinkedIn members, access salary insights, including low, median, and high income, for various roles based on the geographic region you're interested in.</p>

## Payscale

Using the search feature, search for low, median, and high average base salaries for jobs you're interested in Canada.

## Glassdoor

Access Glassdoor's Salary Tool to search occupations in the geographic region you're interested in exploring. View the low, median, and high salaries for the role.

\*The National Occupational Classification (NOC) is Canada's national system for describing occupations. You can search the NOC to find where an occupation is classified or to learn about its main duties, educational requirements, or other useful information. (Government of Canada).



## Visit the Business Career Hub

### Employer Events

The BCH hosts several employer events to prepare you for your professional career. Refer to your weekly 'BCH Careers Newsletter' for a list of upcoming events.

### Bootcamps/Prep Programs

Advance your technical and soft skills, earn digital badges, and gain an advantage in today's workforce through bootcamps. [Click here to register for upcoming bootcamps.](#)

### Coaching & Mock Interview

For career coaching, interview prep and more, [schedule a 1:1 appointment](#) with a Career Consultant or a Co-op Coordinator.



### Staff Contributor

#### Melina Elia

Melina is a Co-op Coordinator with the Business Career Hub with over 10 years of experience in career development. She has worked for government-funded employment agencies and post-secondary institutions. Melina prides herself on being approachable, supportive, and strategic in planning next steps for a successful outcome.



### Student Contributor

#### Terel Leslie

Terel is a second-year Human Resources Management student working as a Client Engagement Associate at the Business Career Hub. He is deeply interested in the world of workforce management and development and plans to pursue a career in the human resources field.