

# How to decide between multiple job offers?

If you are searching for a job right now in a market where there are so many job vacancies, there is a real possibility that you could end up receiving more than one job offer. This may sound fantastic, however, for anyone who's been in this position knowing what to do and which job offer to choose is a real challenge.

Being in this situation can be overwhelming and the stakes can seem quite high, as your work has a huge impact on your quality of life. So how do you manage this process and come to a decision? How do you keep one company at bay while you explore your other offer / offers?

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## 1. Make sure you have a written offer before you do anything

Verbal offers are not offers, you need to get them in writing. If you don't have this, this could work in your favour by buying you some time. Simply go back to your recruiter or HR professional who presented you with the verbal offer with something along the lines of: "The job sounds like a fantastic opportunity. I'm keen to sit down and review all of the details. When should I expect to receive the written offer?"



## 2. Write a pros and cons list

If you are unsure on which job offer to accept, write down the pros and cons of all your offers. Doing this can be very powerful. By comparing your job offers in this way helps you to clearly identify which offer is the standout offer. Your list should include some specific aspects of the job, such as:

- Working hours / schedule
- Salary
- Paid time off / number of holiday days
- Flexibility
- Commute time / cost
- Location
- Health insurance and other benefits
- Company culture
- Opportunities for growth
- Job security



## 3. Be honest and ask for a bit more time

Unless you think that the companies who want to hire you will respond negatively, we recommend being honest with the recruiter or HR person about your situation. Along as you don't try your luck by asking for additional weeks to reflect, there is no harm in asking for an additional couple of days to make your final decision. Always provide a deadline as to when the company can expect to receive your decision. We generally find that companies



are supportive when we tell them that a candidate wants some additional time to choose which job offer is right for them.



#### 4. Research the workplace

As you are reviewing your job offers, conduct some extra research on the companies. Seek out information such as the companies' reputation within their industry and with their employees to get an idea of what it is like working there. Review any press, as well as the companies' social media to get an idea of the company culture. If you used recruiters, speak to them to find out what they know about the company they are working with.



#### 5. Reflect on the Interviews and Hiring Processes

One way to determine whether you would like working for each company is to think

about how you were treated throughout the hiring process. Employers often treat people in the interviews how they treat their employees in the workplace. Did they communicate clearly with you and keep you updated throughout the hiring process? Were there any slight niggles or red flags?



#### 6. Be polite and wrap it up with a thank you

Unfortunately, in this situation there is going to be a loser. It may be difficult but you must close the process with a heartfelt round of thank yous, especially to the company whose offer you are declining. This is imperative to come across well, as you never know further down the line you might want to work for you company. Make sure you do it directly. Then you can go off to your great new opportunity knowing you've handled the situation professionally and you've not burnt any bridges.



### About The Eventus Recruitment Group

We are award-winning recruitment specialists in the Finance, Accountancy, Legal and HR sectors. We have an experienced and knowledgeable team of industry experts, who are passionate about finding the best candidates to help businesses thrive across the UK. Our recruitment solutions are bespoke and we always tailor them to your business goals.

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Here at the Eventus Recruitment Group we believe in strong workplace culture and that happiness at work is a must have for everyone. We offer realistic, honest and straight forward advice to enhance your career. Using our expertise, we can help you to find your next opportunity at no cost to you as a candidate. We recruit for all roles within the Legal, HR, Finance and Accountancy sectors. To view our latest jobs, please click [here](#).

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