

New Recruit

Role of Recruiter

By Margaret A. Neale



This is a negotiation between a job recruiter and a job candidate. You will play the role of the Job Recruiter. There are eight issues of concern in this negotiation:

- Bonus
- Job Assignment
- Vacation Time
- Starting Date
- Moving Expense Coverage
- Insurance Coverage
- Salary
- Location

Your goal, as the recruiter, is to reach an agreement with the candidate on all eight issues that is best for you. **THE MORE POINTS YOU EARN, THE BETTER.** You may determine what agreement is best for you by referring to the "Recruiter Point Sheet" on the next page.

The 8 issues are listed separately. There are five different alternatives for each of the issues. For example, the salary can range from \$82,000 to \$90,000. Please note the number of points you will receive for each type of agreement. As a negotiator, you may settle upon any of the five alternatives for

each of the issues. Thus, there are a very large number of feasible settlements.

You should note that each issue has a different degree of importance to you, as indicated by the magnitude of the number of points you could gain or lose. You will have 30 minutes to reach agreement on all 8 issues. In order for any agreement to be binding, you need to reach an agreement with the candidate on all eight issues.

IMPORTANT INSTRUCTIONS: Do not, at any time, tell the other person how many points you are getting. Also, do not let the other negotiator see your "Recruiter Point Sheet." This information is strictly for you.

Please become very familiar with your "Recruiter Point Sheet." Feel free to make notes or write on it. The highest number of total points you can obtain from this negotiation is plus 13,200 and the lowest number is minus 8,400. These point totals were calculated by adding up the highest number of points you could receive for each of the 8 issues and the lowest number. (See below)

PAYOFF SCHEDULE		
	<i>Lowest</i>	<i>Highest</i>
Bonus	0	1600
Job Assignment	-2400	0
Vacation Time	0	4000
Starting Date	0	2400
Moving Expense Covered	0	800
Insurance Covered	0	3200
Salary	-6000	0
Location	0	1200
Total	-8400	13,200

Note: Do not let the other person see your payoff schedule.

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RECRUITER POINT SHEET

<i>ISSUE</i>	<i>OPTIONS</i>	<i>POINTS</i>
Bonus	10%	0
	8%	400
	6%	800
	4%	1200
	2%	1600
Job Assignment	Division E	-2400
	Division D	-1800
	Division C	-1200
	Division B	-600
	Division A	0
Vacation Time	25 days	0
	20 days	1000
	15 days	2000
	10 days	3000
	5 days	4000
Starting Date	June 1	0
	June 15	600
	July 1	1200
	July 15	1800
	August 1	2400
Moving Expense Coverage	100%	0
	90%	200
	80%	400
	70%	600
	60%	800
Insurance Coverage	Plan A	0
	Plan B	800
	Plan C	1600
	Plan D	2400
	Plan E	3200
Salary	\$90,000	-6000
	\$88,000	-4500
	\$86,000	-3000
	\$84,000	-1500
	\$82,000	0
Location	New York	0
	Boston	300
	Chicago	600
	Atlanta	900
	San Francisco	1200

Note: Do not let the other person see your Point Sheet.

FINAL CONTRACT

Please circle to indicate the final negotiation agreement

We reached a settlement and the settlement was as follows:

BONUS:	10	8	6	4	2	(percent)
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JOB ASSIGNMENT:	A	B	C	D	E	(department)
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VACATION TIME:	25	20	15	10	5	(days)
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STARTING DATE:	6/1	6/15	7/1	7/15	8/1	(date)
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MOVING EXPENSE COVERAGE:	100	90	80	70	60	(percentage)
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INSURANCE COVERAGE:	A	B	C	D	E	(plan)
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SALARY:	90	88	86	84	82	(thousands of dollars)
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LOCATION:	New York	Boston	Chicago	Atlanta	San Francisco	(place)
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Signature of negotiators:

Recruiter: _____ ID#: _____

Candidate: _____ ID#: _____