

Despite the fact that job application forms often include a section on salary expectations, many applicants are hesitant about stating their salary requirements and many are unaware of their market value. Do know your market value!

If an application form asks you to specify your salary requirement, your answer will depend of five factors. the aforementioned basic provision, salary norms within the industry in which you are applying for a job, the size of the company in question, the German federal state and your own CV. It is incredibly difficult to specify benchmark figures: all you have to do is to do your research well. Above all, you have to be confident enough to state a ballpark figure, which, provided you have done your research well, will not be that difficult. And, if you are asked to do so, do be sure to state a salary requirement!

How can you get an idea of a reasonable salary expectation? To gain an initial idea, search online for "Gehalt Position Bundesland" (Salary breakdown by German federal state). Relevant statistics are often published on the Internet, for example under: <https://www.gehalt.de/>. Other recommended sites include Indeed, Xing and Stepstone, all of which provide good comparative figures broken down by region, industry, etc. Ask your fellow students for reference figures, or figures based on their own experiences. The current starting salary of a university graduate is about 35,000 euros, but this depends entirely on the factors mentioned above. But this really only serves as a guideline; it varies widely and depends on numerous things.

Include your gross annual income requirements in the last sentence of the letter; the total figure should include any special payments without specifically itemising them.

Example 1: **Specific**

Given my professional qualifications, I would consider a salary of 45,000 euros per annum to be appropriate.

Example 2: **Ballpark figure**

Suggest a minimum and maximum salary range with the difference not exceeding 5000 euros, e.g., I envisage a salary between 40,000 and 45,000 euros per annum.

