

Federal Salary Negotiation Letter Example

2513 Duportail St,
Richland, WA 99352

June 17, 2019

Ms. Jennifer Scott
Department of the Army
U.S. Army Corps of Engineers
201 N 3rd Ave
Walla Walla, WA 99362

Dear Ms. Jennifer,

Thank you for your offer to join Department of the Army, U.S. Army Corps of Engineers as a Budget Analyst, for GS 13 pay scale. I am very excited about this offer and look forward to working on the diverse and challenging projects.

I have read and understood the details of the accompanying contract with much precision. The terms that you have described in the offer letter are acceptable to me with just one issue i.e. remuneration. I believe that the salary that you offer is good but it is less than sufficient as compared to the level of responsibility. In addition, this pay is not much higher than that I am receiving at Bonneville Power Administration, Department of Energy.

I would like to take a moment here and reiterate some of the major accomplishments that Department of the Army can derive benefit from:

- Managed budgeting process for 6 divisions with a combined annual revenue of \$35M and Strategy and Development group with an annual budget of \$7M.
- Gained 46 major projects for Department of Energy within 7 years.
- Proved experience with Projects for Federal Government USA since January 2007 management of US \$4.5 Billion Dollars .

Owing to these accomplishments, I feel that I deserve more than your offer. I believe we can come to a mutually agreeable arrangement if we discuss this in person. I would appreciate it if you would let me know when we can meet.

Sincerely,
Peter Castle