

Job Offer Comparison

Date: [Insert Date]

To: [Hiring Manager's Name]

Company: [Company Name]

Address: [Company Address]

Dear [Hiring Manager's Name],

I hope this message finds you well. I am writing to discuss the job offers I have received from [Current Employer] and [Counter Offer Employer]. After careful consideration, I wanted to outline the key differences between the two offers.

Comparison of Offers

Criteria	Current Job Offer	Counter Job Offer
Salary	[\$[Current Salary]]	[\$[Counter Salary]]
Benefits	[List Current Benefits]	[List Counter Benefits]
Work Hours	[Current Work Hours]	[Counter Work Hours]
Career Growth Opportunities	[Current Opportunities]	[Counter Opportunities]
Work Culture	[Current Work Culture]	[Counter Work Culture]

Considering these aspects, I am weighing my options. I would appreciate any additional information you could provide regarding the benefits of the opportunities at [Company Name].

Thank you for your understanding, and I look forward to your response.

Sincerely,

[Your Name]

[Your Contact Information]

[Your LinkedIn Profile or Website]