



Benefit Summary

Vacation

- 1-4 years – 2 weeks
- 5-9 years – 3 weeks
- 10+ years – 4 weeks

Holiday Pay

- 8 paid holidays (New Year's Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve – ½ day, Christmas Day, New Year's Eve – ½ day)
- 2 floating holidays

Sick Leave

- 9 sick days
- Accumulate to a maximum of 120 hours

Other Personal Leave

- Bereavement, Jury, Witness, Voting, Military, Public Service, Volunteerism

Medical, Vision, and Dental Insurance

- Employer pays 80% of premium

Flexible Spending Account

Life Insurance and AD&D

- \$50,000 life insurance & \$50,000 AD&D
- Employee can elect to take more and policy is portable

Short-Term and Long-Term Disability Benefits

401(k) Plan

- Eligible after 1 year of service if worked at least 1000 hours
- Allied matches 50% up to 6% of individual contribution
- Partially vested starting at 2 years

Employee Assistance Program (EAP)