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| **Overview of Employee Benefits** | |
| **PAID TIME OFF** | ***Holidays***  • 12 days per year  ***Vacation***  • 13 to 26 days per year, on accrual basis  ***Sick Leave***  • 13 days per year, on accrual basis  ***Personal Leave***  • 1 day per calendar year |
| **INSURANCE** | ***Medical*** • PPO Options (United Health Care)    ***Dental and Vision***  ***Life***  • Employer paid one times salary  • Options for dependent and supplemental coverage  ***Short-Term Disability*** • Employer paid  ***Long-Term Disability*** • Employer paid |
| **RETIREMENT** | ***Tax-Deferred Defined Contribution Plans***  • Employer paid money purchase plan – 5% of compensation   **Voluntary tax-deferred retirement savings option** |
| **FLEXIBLE SPENDING ACCOUNTS** | ***Section 125 Plan***  • Pre-tax reimbursement for medical expenses |
| **OTHER**  **BENEFITS** | ***Prepaid Legal Services Plan***  • Consultation, court room representation, other benefits  ***Flexible Scheduling***  ***Transportation Benefits***  • Employer subsidy for mass transit & parking expenses  Adoption Assistance  Educational Assistance |