

# **Benefit Summary Sheet**

#### **Employee Assistance Program**

(EAP) Company -sponsored resource that helps with life challenges
Supportlinc provides confidential, professional counseling for personal work related concerns

#### **Identity Protection Service**

Daily credit bureau monitoring Annual credit bureau score Score Tracker

### Paid Time Off (PTO)

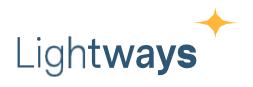
Full & Part time eligible
Based on hours worked and length of service
(example) full time new hire annualized 40-hour work week
17 paid days

## **Floating Holiday**

(1) company paid dayAccrual starts 1/1 annuallyMust be used within the calendar year

## **Observed Company Paid Holidays**

New Year's Day Memorial Day Fourth of July Labor Day Thanksgiving Christmas



#### **Bereavement Leave**

Full time employee
Event of the death immediate family member
(3) days granted
Part time employee
(1) day granted

#### **Education Reimbursement**

Full time regular employee (1) year service Job related courses up to \$1500 Seminars up \$300

## 401(K) Plan

Retirement saving available through pre-tax payroll deductions First 3% matched dollar for dollar Next 2% matched .50 cent on the dollar Eligible 1 yr of employment