

BENEFIT SUMMARY SHEET

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| **Benefit Type** | **Full-Time**  **(40 Hours)** | **Part-Time**  **(30-39 Hours)** | **Part-Time**  **(Under 29 hours)** |
| **Holiday** (10 per year) \* See Policy | Yes, if regularly scheduled to work | | |
| **Floating Holiday** (one per year) | Yes | Yes | Yes |
| **Vacation Time**  Para / Support Staff:  40 hours after 1 year  56 hours after 2 years  80 hours after 3 years  120 hours after 4 years  160 hours after 12 years  **Professional:**  80 hours after 1 year  120 hours after 4 years  160 hours after 8 years | Yes | Yes  Pro-rated | No |
| **Personal Time**  Accrual of up to 8 hours per month | Yes | Yes  (same schedule prorated) | Yes – earn one (1) hour for every 40 hours worked  (cumulative) |
| **Employee Medical Insurance** | Yes | Yes | No |
| **Dental Insurance** | Yes | Yes | No |
| **Vision Insurance** | Yes | Yes | No |
| **Life Insurance** (company paid) | Yes | Yes | No |
| **Long-Term Disability Insurance**- Eligible after 3 years of employment | Yes | Yes | No |
| **401(k) Plan** – Eligible after 1 year of employment | Yes | Yes | Yes |
| **Tuition Reimbursement** ($1,000 per semester / $2,000 per year) | Yes | Yes | No |
| **Funeral Leave** (see policy) | Yes | Yes | Yes |
| **Continued Training** | Yes | Yes | Yes |
| **Hepatitis B Inoculation Series** | Yes | Yes | Yes |
| **Daycare (discount)** | Yes | Yes | Yes |
| **AFLAC** | Yes | Yes | Yes |

\*\*\*Bargaining Unit Employees follow the Collective Bargaining Agreement (CBA)