

General Benefits Package for Full-Time Employees

Medical Insurance:

- ✓ Employer pays up to \$450.00 of coverage.
- ✓ Employee pays any additional for dependant coverage.
- ✓ Employee is eligible on the first day of the first month after hire.

Dental/Vision Insurance:

- ✓ Employer pays up to \$100.00 of coverage.
- ✓ Employee pays any additional for dependant coverage.
- ✓ Employee is eligible on the first day of the first month after hire.

Life/Accidental Death & Dismemberment/ Long-Term Disability

- ✓ Employer pays 100% of coverage for employee.
- ✓ Life/ADD (Benefits equal annual income, up to \$100,000.)
- ✓ Short Term Disability/Long Term Disability
- ✓ Employee is eligible on the first day of the first month after hire.

401K:

- ✓ Employer offers a 50/50 match, up to 5% maximum employer contribution.
- ✓ Employee is eligible after 1 year of full-time employment.

Sick Leave:

- ✓ 5 days leave per year
- ✓ 1.54 hours earned each pay period

Vacation:

- ✓ 2 weeks paid vacation – 1 week after six months, monthly postings from 7th to 12th month of employment for all Administrative and Managers.
- ✓ Account Executives- Semi annual postings (6 month anniversary and anniversary date)
- ✓ 3 weeks paid vacation after five years, posted monthly
- ✓ 4 weeks paid vacation after ten years, posted monthly
- ✓ Account Executive vacation is use or loose on anniversary date.
- ✓ All other departments can carry over vacation.

Paid Holidays:

- ✓ New Year's Day
- ✓ Memorial Day
- ✓ Independence Day
- ✓ Labor Day
- ✓ Thanksgiving
- ✓ Christmas

EAP-Employee Assistant Program:

- ✓ EAP is an enhanced work and family life benefit. We offer you and your eligible family members access to this prepaid and confidential service that provides quick telephonic support to assist you with day-to-day issues. These services include online education, reference information, prepaid counseling and much more. Please refer to your EAP pamphlet for more details.

For any questions pertaining to our company benefits, please contact Payroll & Benefits Specialist at 240-912-3216 or shaberberger@mernews.com