

## FULL-TIME STAFF BENEFITS

<b>1<sup>st</sup> YEAR OF EMPLOYMENT</b>	
<ul style="list-style-type: none"> <li>▪ Employee medical, dental, and vision coverage <sup>(1)</sup></li> <li>▪ Employee long-term disability and life insurance <sup>(1)</sup></li> <li>▪ 401(k) after 6-month period, employees can contribute to the maximum of the IRS limit. Employee contributes \$1.00, PTC matches \$4.00 to a maximum of 4%.</li> <li>▪ Vesting is 20% per year; 100% vested after 5 years</li> <li>▪ Fourteen (14) paid holidays</li> <li>▪ Fifteen (15) Paid Time Off days earned per year</li> <li>▪ Ten (10) sick days earned per year</li> </ul>	<ul style="list-style-type: none"> <li>▪ Wellness Program – staff members can earn 2 additional PTO days for completing the Wellness Rewards</li> <li>▪ Supplemental benefits, paid by employee: AFLAC short-term disability, cancer, long-term care, voluntary life insurance</li> <li>▪ On-site Education Programs</li> <li>▪ Work/Life Balance programs – includes 16 hours paid time off for school events</li> <li>▪ Pet Insurance (employee paid)</li> <li>▪ Non-profit (student) loan forgiveness eligible employer</li> <li>▪ Free employee parking</li> </ul>
<b>2<sup>nd</sup> YEAR OF EMPLOYMENT</b>	
<ul style="list-style-type: none"> <li>▪ PTC Tuition Waiver</li> <li>▪ Tuition Assistance</li> </ul>	<ul style="list-style-type: none"> <li>▪ Family Tuition Waiver</li> </ul>
<b>3<sup>rd</sup> YEAR OF EMPLOYMENT</b>	
<ul style="list-style-type: none"> <li>▪ Eligible for Tuition Exchange Program</li> </ul>	<ul style="list-style-type: none"> <li>▪ Adoption expense program</li> </ul>
<b>6<sup>th</sup> YEAR OF EMPLOYMENT</b>	
<ul style="list-style-type: none"> <li>▪ Eighteen (18) Paid Time Off days</li> </ul>	
<b>20<sup>th</sup> YEAR OF EMPLOYMENT</b>	
<ul style="list-style-type: none"> <li>▪ Twenty (20) Paid Time Off days</li> </ul>	

The effective date of insurance coverage is the first of the month following your first day of active employment.

(1) Participation in the insurance plans is voluntary. Faculty and Staff members electing coverage must contribute toward each insurance option selected for their coverage. Medical, vision, and dental coverage are available. Current medical options are provided by Highmark: Performance Flex and Performance Blue HDHP.