

VILLAGE OF WESTFIELD

Benefit Package

1. **Vacation / Personal Time**
 - 1 year of service – 1 week + 3 personal days + 2 floating holidays
 - 2-7 years of service – 2 weeks + 3 personal days + 2 floating holidays
 - 7-12 years of service – 3 weeks + 3 personal days + 2 floating holidays
 - 12 years of service – 4 weeks + 3 personal days + 2 floating holidays
 - 25 years of service – 5 weeks + 3 personal days + 2 floating holidays
 - Personal Time (3 days) effective after 6 months of service + 2 floating holidays
2. **Sick Leave**
 - Upon hire – Accrue 1 day per month / 96 hours per year / max accrual 480 hours
 - (upon retirement – shall receive 240 hours payout / rate of current pay) If terminate employment prior to retirement -0- payout
3. **Funeral Leave**
 - up to 3 days of sick leave may used –see employee handbook pg. 9
4. **Holiday - Paid**
 - New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day
 - 2 floating holidays to choose from: New Years Eve Day – Good Friday – Day After Thanksgiving – Christmas Eve Day
5. **Health Insurance**
 - Employer \$2,103.00 max per month of WPE 88% – family plan
 - Per WPE 88% coverage single plan
6. **Life Insurance**
 - group life insurance available for employees only – 80/20 cost share
7. **Income Continuation Insurance**
 - employer / employee cost share of the premium – information available through the payroll officer
8. **Retirement**
 - WRS Retirement System
9. **Cafeteria Plan**
 - Health Care Flexible Spending Account
 - Dependent Care Flexible Spending Account