



# CITY OF DUNCANVILLE

## EMPLOYEE BENEFIT INFORMATION

**HOLIDAYS** - The City observes New Year's Day, Martin Luther King Jr. Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving (2 days), and Christmas (2 days) as paid holidays for full-time employees. Full-time employees also receive a paid holiday each year for their birthday.

**VACATION** - Full-time employees accrue vacation as follows:

Hire	6.66 hours per month	15 hours per month Fire Dept. 24-hr shift
4 years	10.0 hours per month	
9 years	13.32 hours per month	20 hours per month Fire Dept. 24-hr shift

**SICK LEAVE** - Full-time employees earn twelve days of paid sick leave per year at the rate of one day per month. 15 hours per month for Fire Department 24-hr shift.

**BONUS VACATION** - Full-time employees receive four extra days of vacation if they do not use sick leave during their anniversary year. They receive two extra days of vacation if they use eight or less hours of sick leave during the anniversary year.

**EMERGENCY LEAVE** - Full-time employees are eligible to use five working days per year for serious illness in the immediate family and/or for a death in the immediate family.

**LIFE INSURANCE** - The City provides a life insurance policy for all full-time employees equal to one times their annual salary rounded to the next \$1000.

**MEDICAL INSURANCE** - The City provides medical insurance coverage for all full-time employees. Dependent coverage is available at cost through payroll deductions. Coverage becomes effective on the first day of the calendar month following thirty consecutive days of employment.

**LONG-TERM DISABILITY** - The City provides long-term disability insurance at no cost the employee. Eligible amount is 60% of annual salary.

**RETIREMENT** - The City is a member of Social Security and the Texas Municipal Retirement System. The City matches social security 1:1 and TMRS 2:1. The employee contribution rate for TMRS is 7%.

**OPTIONAL BENEFITS** - Optional Benefits include, AFLAC, Direct Deposit, AD&D Insurance (Accidental Death & Dismemberment), Additional Employee Life Insurance, Dependent Life Insurance, Dental Insurance, Vision Insurance, Flexible Spending Account (Daycare and Health), ICMA-457 plan (Deferred Compensation) and Roth IRA.