



## **NEW CASTLE COUNTY OFFICE OF HUMAN RESOURCES** **GENERAL STATEMENT OF BENEFITS**

**Health Insurance:** Starts the first of the month following a 60-day waiting period from the date of hire. Charges for coverage vary depending on type and level of coverage chosen. The following plans are currently available through Highmark (Comprehensive 80% Plan; a PPO (*Preferred Provider Organization*) and an EPO (*Exclusive Provider Organization*) and Aetna (*Open Access HMO*). Deductibles and co-pays may also apply.

**Dental Insurance:** Starts the first of the month following a 60-day waiting period from date of hire. Currently, there are two PPO options and an HMO option. Charges vary depending on type and level of coverage chosen.

**Sick Leave:** Accumulates at the rate of one day for each completed month of service, beginning after the first full month of employment.

**Vacation:** Vests on December 31 of the calendar year preceding the vacation year. Vested vacation is to be used in the 12 months following the vesting date. Employees are entitled to vacation as follows:

- Less than 12 months service -- 1 day for each completed month of service to a maximum of 10 days
- 1 – 4 years of service -- 10 days of vacation
- 5 – 9 years of service -- 15 days of vacation
- 10 – 14 years of service -- 20 days of vacation
- 15 years of service -- 25 days of vacation
- 15+ years of service -- 25+ days of vacation (an additional day for each successive year of service)

**Holidays:** 13-1/2 paid holidays per year (1/2 day on Christmas Eve).

**Life Insurance:** Provided by the County in the amount of one and one-half times your salary. Minimum benefit -- \$50,000; Maximum benefit -- \$200,000.

**Pension:** Employee contributory amount of three percent of base salary to defined benefit plan. County will make a non-elective contribution of one percent of base salary to defined contribution account. In addition, the County will also make an annual matching contribution of one hundred percent of employee's contribution, up to a maximum of two percent to defined contribution account. 10-year vesting.

### **Deferred Compensation Plan:**

Optional employee contributory plan available.

**Additional Benefits:** Salary increases each year dependent upon appropriate negotiated increase and/or merit increases; Credit Union, Blood Bank, Sick Leave Bank (*after two years of service*), Fitness Center, and an Employee Assistance Program are all benefits available to employees at no cost.

**Supplemental Benefits:** Flexible Spending Accounts (*medical reimbursement and dependent care*), additional life insurance, vision, group accident, group hospital indemnity, group disability, group whole life insurance, and critical care insurance are also available at an additional cost to the employee.

**Union Affiliation:** Some positions are affiliated with a local bargaining unit, and, therefore, will require a monthly dues deduction ranging from \$25 to \$66.68 per month.

**Special Note:** The above benefits are subject to change. For detailed information on any of the above, contact the Office of Human Resources at (302) 395-5180.

Reviewed: 10/06/17