

## Benefits Overview

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### Purpose

To summarize the benefits available to eligible employees.

### Scope

Applies to all full-time employees and part-time employees working 20+ hours/week.

### Health Insurance

- Medical, dental, and vision coverage through UnitedHealth
- Coverage begins on the first day of the month following hire
- Dependent coverage available

### Retirement

- 401(k) with 5% company match
- Vesting begins after 1 year of service

### Leave

- Paid Time Off (PTO)
- Parental Leave: 8 weeks paid
- Bereavement Leave: 5 days

### Other Benefits

- Employee Assistance Program (EAP)
- Tuition reimbursement up to \$3,000/year
- Gym membership discount

#### Contact

For benefits questions, email [benefits@company.com](mailto:benefits@company.com).