



Putnam County Benefit Summary



An organization is only as good as the people it employs. To attract and retain the best team possible, the **Putnam County Board of County Commissioners** offers a competitive benefit program. We believe that if we expect our employees to support the County, we must first support the health and financial well-being of our employees and their families today, and as they plan for their future. Below is a summary of the County Benefits for full-time employees:

CORE BENEFITS

- Medical/Health Insurance
- Employee Life Insurance (up to \$50,000)
- Dental Insurance
- Vision Insurance
- Florida Retirement System
- Employee Assistance Program

OPTIONAL BENEFITS

- Supplemental & Dependent Life Insurance
- Deferred Retirement Program (ICMA, Nationwide, & Valic)
- Flexible Spending Accounts - Putnam County pays the monthly administrative fees.
- Tuition Assistance Program - Subject to budgetary constraints.

FLORIDA RETIREMENT SYSTEM (FRS) The Florida Retirement System is a retirement plan designed to provide an income to a vested employee and his/her family when the employee retires, becomes partially or totally disabled, or dies prior to retirement. A defined benefit or defined contribution option may be chosen by the employee.

TUITION ASSISTANCE PROGRAM Regular, full-time employees are eligible for reimbursement of educational assistance funds. Contact the Human Resources Department for program details.

HOLIDAYS are as follows:

New Year's Day
Martin Luther King Jr. Day
Good Friday
Memorial Day
Independence Day
Labor Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Eve
Christmas Day
Birthday Holiday

ANNUAL (VACATION) LEAVE – All regular full-time employees assigned to a 37.50 work week will earn 90 hours to 150 hours, depending on classification and length of service. All regular full-time employees assigned to a 40 hour work week will earn 96 hours to 160 hours, depending on classification and length of service. Note: Leave accruals may differ for bargaining unit employees.

SICK LEAVE – All regular full-time employees will earn sick leave at a rate of 13 days per year. Regular part time employees will accrue sick leave on a pro-rata basis. Note: Leave accruals may differ for bargaining unit employees.

OTHER BENEFITS

Bereavement Leave
Cost Saving Incentive Program
Employee of the Quarter Program
Jury Duty Pay