



Regular Full-Time Benefits Summary

A regular full-time employee is defined as an employee who is regularly scheduled to work 37.5 hours per work week on a continuous basis.

Paid Time Off (PTO)



PTO provides employees with paid time off that can be used for vacations, personal time, illness or to care for dependents. Employees accrue between 6 and 8.75 PTO hours bi-weekly, based on their years of service. Beginning 5/4/2019, newly hired FT employees will receive 36 hours of advanced leave, PTO accrual will begin upon their 7th pay period.

Short-Term Disability



You are automatically enrolled in a short-term disability plan paid for by the Service Authority.

Optional Insurance Coverage



You have the option of purchasing additional Dental, Vision, Life, and Cancer and Intensive Care Insurance.

Holidays



You receive 12 paid holidays per year, plus two Floating Holidays/ Personal Days totaling 15 hours per fiscal year.

Wellness Programs



Join a health club, weight loss program or fitness class and the Service Authority will reimburse up to 50% of the total amount, max \$250 per year. All employees have access to two on-site fitness centers.

Retirement



The Service Authority participates in the Virginia Retirement System (VRS). All employees contribute 5% of their salary to the Plan. The Service Authority also offers an optional deferred contribution plan with an employer match of 2.5%.

Disability Insurance



As a VRS Hybrid Plan member, you will receive long term disability at no cost as a component of the plan.

Employee Assistance Program



This free benefit offers assistance to all employees and their family members in resolving personal, financial and emotional matters.

Credit Union



You and your family members are eligible for membership in the Prince William County Employees Credit Union.

Basic Group Life Insurance



The Service Authority provides life insurance coverage at no cost to you. You may purchase additional life insurance for yourself, your spouse, and/or your children.

Health, Dental and Vision Insurance



Health, Dental, and Vision plans are offered by the Service Authority.

Educational Assistance



Once you have completed at least one year of service, you are eligible to receive up to \$5,250 in tuition reimbursement per calendar year.

Flexible Spending Accounts



Using pre-tax funds, you can set up Medical, Dependent Care, and Adoption Expense reimbursement accounts.

Other Benefits



Direct Deposit, Legal Resources, Worker's Compensation Insurance, Bereavement Leave, Family and Medical Leave, and Civil and Military Leave.

This listing does not constitute an expressed or implied offer of employment or contract. The Service Authority reserves the right to make changes to the Benefits Program at any time.