



BENEFITS AT A GLANCE

HEALTH BENEFITS

Medical, vision and dental benefits are available to full-time employees on the first day of the month following 60 days of employment. Employees are able to customize their coverage to their tailored needs. This benefit is available through Blue Cross Blue Shield of Tennessee.

Benefits are affordable and coverage costs vary depending upon coverage level.



PAID TIME OFF

Goodwill Industries of Middle Tennessee offers several options of time off to our employees. Availability or amount may vary depending on a positions scheduled hours or exemption status. Vacation and Sick time are only available to full-time and part-time employees that work more than 20 hours per week.

Vacation	Sick	Holidays	Birthdays
Vacation time is accrued per hour per pay-period (PHPP). All eligible employees accrue a rate of 0.03854 PHPP. Employees have a yearly maximum that they can accrue based on employment status. Full-time employees can accrue 80 hours and part-time can accrue 40 hours. Additional time is granted after an employee's 5th and 15th year of employment.	Sick time is accrued per hour per pay-period (PHPP). It is also dependent employment status. Full-Time, Exempt: 0.0386 PHPP <i>Max Accrual: 160 hours</i> Full-Time Non-Exempt: 0.0193 PHPP <i>Max Accrual: 40 hours</i> Part-Time, Non-Exempt: 0.0193 PHPP <i>Max Accrual: 20 hours</i>	Employees may receive up to 8 holidays per year. These holidays include: New Years Day Memorial Day Independence Day Labor Day Thanksgiving day The Day After Thanksgiving Christmas Eve Christmas Day	Every full-time Goodwill employee gets to take one day (8 hours) per year for there birthday. They may use it on their actual birthday or for any workday prior to their next birthday.



LIFE INSURANCE AND OTHER BENEFIT OPTIONS

Life Insurance	100% Employer Paid 1 times your annual salary rounded up to the next \$1,000 up to \$200,000 for Non-Exempt employees 2 times your annual salary rounded up to the next \$1,000 up to \$350,000 for Exempt employees Additional coverage is available for employees to purchase for themselves or their family members	Additional Coverage	Group Critical Illness Plan Lump-sum benefit for a covered critical illness such as: heart attack, stroke, major organ transplant, and end-stage renal failure Group Accident Plan More than 50 events that trigger benefits payments, including Fractures, Dislocations, Ambulance, and Physical Therapy, among others Short and Long Term Disability
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403(B) RETIREMENT PLAN

Employees are immediately eligible to contribute to their 403(b) Plan. Employees will be entitled to receive the company matching contribution following your one-year anniversary.

Goodwill's matching contributions will vest according to this schedule:

1 year of service 20%	2 year of service 40%	3 year of service 60%	4 year of service 80%	5 year of service 100%
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