

## Benefits Summary – Part-Time

The following is intended only as a brief outline of the benefits offered by the City of Bozeman.

### Paid Leave:

Accrual is prorated for part-time employees.

- Holidays - 13 days in general election years.
- Vacation Leave - 15 days per year, accrued each pay period, with increases based on years of service. Must work 6 calendar months to use. Balance paid at 100% at termination.
- Sick Leave - 12 days per year, accrued each pay period. Must work 90 calendar days to use. Balance paid at 25% at termination.

### Retirement:

- State Retirement system contribution ([www.mpera.mt.gov](http://www.mpera.mt.gov)):

Retirement System	Employee Contribution	City Contribution	State Contribution
Public Employee Retirement System (PERS)	7.9%	9.07%	0.1 %

- Supplemental 457 tax deferred retirement plan (MissionSquare)

### Physical Wellness:

- Annual gym membership discount (Ridge Athletic Club)
- Reduced cost passes to Swim Center
- Reduced cost Bridger Bowl day passes (*October*)

### Other Benefits:

- Employee Purchase Program (Apple, Dell, and Microsoft)

### Pay Period Information:

- Pay periods run from the 24<sup>th</sup> – 23<sup>rd</sup> of the month.
- Timecards are due the 23<sup>rd</sup> of each month.
- Payday is the last weekday of the month and pay is available via direct deposit or check.

### Mandatory Deductions from Pay:

- Federal and State income tax per employee's W-4
- Social Security (6.2%)
- Medicare (1.45%)