



# BENEFIT **OFFERINGS**

life | wealth | health



REV 12-2024

# LIFE



## HELPING YOU STAY IN BALANCE

### **Time Off**

Keep your work and personal life in balance. Our time off plan combines vacation, personal time and sick time into a bank for employees to use.

### **PTO Donations**

We support our employees in need. Within donation guidelines, employees can donate hours from their available PTO balance to those that have depleted their available PTO balance.

### **Paid Holidays**

We want to make sure you get time to enjoy these holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve and Christmas Day.

### **Employee Activity Committee**

Looking to get involved and have fun? Join the EAC to celebrate our employees by helping plan fun events.

### **Fun Events**

We celebrate our employees and our successes throughout the year. Some examples of fun events we've done in the past include cornhole tournaments, obstacle courses, dress up contests, cook-offs and pizza lunches.

### **Paid Jury Leave**

We understand when duty calls. Jury duty leave time off is paid.

### **Flexible Work Hours**

We get that not everybody's schedules are the same. Our employees may have the opportunity to request flexible work hours that better meet their needs.

### **Remote/Hybrid Work**

Eligibility for remote or hybrid work options is determined by the company based on the specific role and applicable organizational policies.

### **Dress for your Day**

What you wear can affect how you work. Production, maintenance and warehouse employees are able to wear comfortable casual attire including jeans, sweatshirts and tees, plus shorts during the summer. Office staff may wear professional and business casual attire, including jeans.

### **Sunshine Program**

We recognize and support employees during important life events, such as birthdays, marriages or a death in the family. SJE also provides awards for 1, 5, 10, 15, 20 and 25 years of service.

### **Bereavement Leave**

Experiencing the loss of a loved one is never easy. We want to provide you paid time away to be with family during these difficult times.

### **Parental Leave**

Expanding your family can be an exciting time. To help our employees get settled in, we provide paid time away from work for mothers and fathers to bond with a child immediately following birth or adoption.

### **Volunteer Activities**

We are passionate about giving back. Employees can get paid for up to eight hours per calendar year for the time they are performing community service volunteer work.

### **Community Service Organization Dues**

SJE will pay for the cost of dues for employees to participate in approved community service organizations.

### **Travel Assistance**

We partner with Concur Solutions, a corporate travel management vendor. Employees who utilize the software for business travel may also do so for personal travel and reimburse SJE for personal expenses.

### **Training Opportunities**

SJE has a variety of training resources which employees can take advantage of, including internal and external training resources.



# WEALTH



## HELPING YOU ACHIEVE FINANCIAL SECURITY

### **401(k) Retirement Plan**

We offer a retirement plan that enables employees to defer "before or after tax" dollars into certain funds of their choice. Company match is 50% of your deferral up to a maximum of 6% of compensation.

### **Supplemental Life Insurance**

Employees have the option to purchase additional life insurance on themselves, their spouse or dependents. Accidental Death and Dismemberment insurance also available.

### **Holiday Fund**

Do you struggle to save money for the holidays? We offer a program where you can deposit money into a non-interest bearing account each payroll from January through October. That money is paid out to you in October, just in time for holiday shopping.

### **Cell Phone Discount**

Verizon Wireless offers SJE employees a monthly discount of 15%-18% for their service.

### **Dell Computer Discount**

SJE employees and family can get a great deal on Dell equipment through the Dell website.

### **Branded Merchandise**

Show off your SJE pride with our great selection of branded swag! We have polos, t-shirts, sweatshirts and more. SJE pays for 50% of the cost of all clothing purchased by employees.

### **Scholarship Program**

Have a family member thinking about college? The S.J. Electro Systems Foundation Scholarship Program has been established to help fund post high school education for the children, grandchildren and spouses of employees and retirees.

### **Educational Assistance**

We support learning, whether it's job related or not. Employees who enroll in job-related classes or continuing education programs may receive education assistance of 100% and up to a maximum of \$20,000 per year for tuition and necessary material costs for approved programs.

### **Life Insurance**

We offer company provided life insurance in the amount of 1 x your annual salary.



# HEALTH



HELPING YOU BE YOUR BEST

## Group Health Insurance

When it comes to health, the last thing you want to worry about is medical coverage. We offer a health plan with 100% covered preventative care benefits and 100% coinsurance once your deductible is met. You'll never have to guess about how much money you'll need should you have to access medical coverage.

## Dental Insurance

Now that's something to smile about! Employees have the option to purchase dental insurance for themselves, their spouse and dependents. SJE provides an employer contribution of 50% toward all coverage levels.

## Vision Insurance

Keep your eyes sharp with this plan. Employees have the option to purchase vision insurance for themselves, their spouse and dependents.

## Flexible Spending & Dependent Care Account (FSA)

This allows you to set aside a portion of your earnings, pre-tax, to pay for qualified medical, dental, vision and dependent care expenses.

## Health Savings Account (HSA)

This is a tax-advantaged savings account where funds are used to pay for current or future health care expenses.

## Fitness Incentive

Earn an incentive each month for meeting and tracking the minimum physical activity requirement. Valid with health insurance coverage.

## Extended Illness Bank (EIB)

This is a "bank" of time for employees to use for extended absences (longer than five days) due to injury, illness or temporary disability, including childbirth.

## Short-term Disability

Employees are provided short-term disability coverage paid by the company. Short-term disability will provide income replacement for a percentage of your wages if you become disabled for a short period of time. Benefit term is from date of disability up to twelve weeks.

## Long-term Disability

Employees are provided long-term disability coverage paid by the company. Long-term disability will provide income replacement for a percentage of your wages if you become disabled for longer than twelve weeks.

## Employee Assistance Program (EAP)

We offer free and confidential counseling assistance to employees and household members on a variety of personal or work issues.

## Wellness Program

We offer a wellness coach, biometrics screenings, co-paid sports teams, wellness challenges and events. We also offer sit/stand workstations.

## Safety Committee

We believe in safety first. Our robust safety program includes safety inspections, 5S, Kaizen and protective equipment.

