

## 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, pro-rated based on FTE.
- Vacation Leave - Accrued at .0577 per hour worked, with increases based on years of service. Must work 6 calendar months to use. Balance paid at 100% at termination.
- Sick Leave - Accrued at .0462 per hour worked. 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 and/or Roth 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:

The City is on a biweekly pay schedule. Pay periods run Sunday through Saturday of the following week. Timecards are due the last day of the pay period. Paydays are every other Friday, 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%)