



## ESS

### HOURLY:

<b>Vacation</b> Full-time only	1 <sup>st</sup> year up to 5 days
<b>Sick Days</b> Full-time & Part-Time <i>In locations with legally required paid sick time, the Company will provide paid sick time benefits in accordance with applicable law in lieu of the amount listed.</i>	Up to 40 hours per year
<b>Holidays</b> Full-time & Part-time	Up to 13 days per year

### SALARIED NON-EXEMPT:

<b>Vacation (Grades 14 and below)</b> Full-time & Part-time	1 <sup>st</sup> year up to 10 days
<b>(Grades 15 and above)</b> Full-time & Part-time	1 <sup>st</sup> year up to 15 days
<b>Sick Days</b> Full-time & Part-Time <i>In locations with legally required paid sick time, the Company will provide paid sick time benefits in accordance with applicable law in lieu of the amount listed.</i>	Up to 40 hours per year
<b>Holidays</b> Full-time & Part-time	Up to 13 days per year
<b>Paid Parental Leave</b> Full-time & Part-time <i>Subject to eligibility, including completion of at least 1 year of employment.</i>	Primary Caregiver: Up to 4 weeks Non-primary Caregiver: Up to 2 weeks
<b>Unpaid Personal Leave</b> Full-time & Part-time <i>Subject to eligibility, including completion of at least 1 year of employment.</i>	Up to 30 days

### SALARIED EXEMPT:

<b>Vacation (Grades 14 and below)</b> Full-time & Part-time	1 <sup>st</sup> year up to 10 days
<b>(Grades 15 and above)</b> Full-time & Part-time	1 <sup>st</sup> year up to 15 days
<b>Sick Days</b> Full-time & Part-Time <i>In locations with legally required paid sick time, the Company will provide paid sick time benefits in accordance with applicable law in lieu of the amount listed.</i>	Up to 40 hours per year

<b>Holidays</b> Full-time & Part-time	Up to 13 days per year
<b>Paid Parental Leave</b> Full-time & Part-time <i>Subject to eligibility, including completion of at least 1 year of employment.</i>	Primary Caregiver: Up to 4 weeks Non-primary Caregiver: Up to 2 weeks
<b>Unpaid Personal Leave</b> Full-time & Part-time <i>Subject to eligibility, including completion of at least 1 year of employment.</i>	Up to 30 days

\*This information is subject to change. If there is a conflict between the amounts listed and the company policy, the company policy will prevail.