

# EMPLOYMENT HIGHLIGHTS

## Walton County Clerk & Comptroller



### WORK SCHEDULE

Monday - Friday

8:00 a.m. - 4:30 p.m.

One Hour Lunch Break

### PAY CHECK DETAILS

Paid Bi-Weekly on Friday

Direct Deposit is required

### PAID TIME OFF

Employees earn 8 hours of PTO per pay period

Equates to 26 days per year

Rate increases after 5, 10 and 15 years of service

### HOLIDAYS

Observe 13 paid holidays per year

Holiday schedule set by the First Judicial Circuit

### PERSONAL DAY

In addition to PTO & Holidays, employees earn one Personal Day to be used each calendar year

### RETIREMENT

Employees are a member of the Florida Retirement System. Each employee must contribute 3% of their salary to their retirement account.

Choice of Pension or Investment Plan

### AT WILL EMPLOYER

We expressly affirm that the relationships of employment are "at will" pursuant to governing Florida law. This means that neither the employee, or the Clerk & Comptroller's Office is bound to continue the employment if either chooses to end the relationship at any time.

# EMPLOYEE BENEFITS

## Walton County Clerk & Comptroller



### HEALTH INSURANCE

3 Health Plans to choose from - two are at no cost to the employee. RX plan requires an additional premium of \$55.65/month

### FAMILY HEALTH

Opt to add health insurance for eligible dependants for \$378.56/month. Add Family RX coverage for \$115.29/month

### LONG TERM DISABILITY

100% paid for by the Clerk & Comptroller

### LIFE INSURANCE

\$25,000 Life Insurance Policy  
100% paid for by WCCC

Basic & Additional Life insurance options available

### VOLUNTARY INSURANCE

Available at competitive rates: Dental, Vision, Accident, Cancer, Intensive Care, Hospital Indemnity, Short Term Disability

### CAFETERIA PLAN

Payroll deducted pre-tax monies set aside to be used for out-of-pocket medical & pharmacy expenses, deductibles and co-insurance payments

### MISSION STATEMENT

Providing exceptional service through innovation, quality and commitment.