

Axiom Referral (and Retention!) Program

OVERVIEW

Axiom's future depends on the performance of its personnel. To create that future, Axiom affords its employees the opportunities to succeed. We're proud of our culture, which promotes internal referrals, networking, and growth from within. We're equally proud of our efforts to support and create an accessible and diverse work environment. Our goal is to implement strategies to recruit and retain the **best professionals the workforce has to offer**. We do this with a high-spirited, employee-focused environment that generates enthusiasm; team assignments that support employee contributions and development; a comprehensive benefits package that says you're worth it; and diversity in our workforce, career paths, projects, and opportunities.

2019 EMPLOYEE BENEFIT SUMMARY

VACATION/ANNUAL LEAVE

- 1st year of employment: 10 days/year
- 1-5 years: 15 days/year
- Over 5 years: 20 days/year
- Over 10 years: 25 days/year

SICK LEAVE

- 1st year of employment: 7 days/year
- 1-5 years: 7 days/year
- Over 5 years: 10 days/year

ALL 10 FEDERAL GOVERNMENT HOLIDAYS OBSERVED

All regular, full-time employees are eligible for the following benefits the first day of the month following their date of hire:

MEDICAL COVERAGE – MERITAIN

PPO network: Aetna

CATEGORY	GOLD	SILVER
Single	\$75	\$25
Employee + Child(ren)	\$125	\$50
Employee + Spouse	\$150	\$75
Family	\$200	\$100
*Premiums listed are per pay period		

DENTAL COVERAGE – UNUM

- Single Coverage: \$19.45/pay period
- Employee + Spouse: \$34.02/pay period
- Employee + Children: \$39.86/pay period
- Family Coverage: \$54.68/pay period

VISION COVERAGE- UNITED HEALTHCARE

- Single Coverage: \$4.08/pay period
- Double Coverage: \$7.21/pay period
- Family Coverage: \$10.91/pay period

401 (K) – JOHN HANCOCK

Employees have over 20 investment options and pre-coordinated portfolios to choose from with online access to account information and the ability to make investment changes online.

- Axiom matches – 25% of the first 4%.
- Employees are immediately 100% vested.
- All qualifying rollovers are accepted.

ADDITIONAL COMPANY FUNDED BENEFITS

- \$50K Life Insurance Policy
- \$50K Accidental Death and Dismemberment Policy
- Long-Term Disability
- Short-Term Disability
 - Up to 26 weeks of coverage
 - Benefits paid weekly at 60% of employee's salary, up to \$500 maximum per week.

FLEXIBLE SPENDING – MERITAIN

Medical Expenses:

- Eligible employees may elect to have pretax dollars set aside to cover medical expenses not provided by the plan. Some examples include: deductibles, coinsurance, copays, prescription drugs, dental, vision, hearing and orthodontic care.
- Maximum allowed \$2,700/year with a \$500 per year roll over feature.

Dependent Care:

- Eligible employees may have pretax dollars set aside for day-care type expenses for eligible children or adults.
- Maximum allowed \$5,000/year.

Transit/Parking:

- Eligible employees may have pretax dollars set aside for transit and parking expenses.
- Maximum allowed \$265 per month for transit and \$265 per month for parking.

TUITION ASSISTANCE PROGRAM

Program offers up to \$5,250 per calendar year to be used for degree programs, training, certifications, seminars, etc.

Tuition reimbursement may be requested for up to two classes per semester (not to exceed 6 six courses per year).

AXIOM CASTLE PROGRAM

Employees may apply to receive \$1,000 towards closing costs on a new home, condominium, etc., as a one-time benefit. The benefit also applies \$500 to those signing a lease for an apartment, as a one-time benefit.

AXIOM SCHOLARS

Offers the opportunity for employees to get a one time \$500 scholarship for a minor dependent attending a degree program at an accredited university.

DIRECT DEPOSIT