

**A  
COMPREHENSIVE  
BENEFITS PACKAGE  
THAT OFFERS MORE.**

Truly great benefits not only provide for you in times of need, they offer an ongoing level of financial security, peace-of-mind, and healthy work-life balance. That's exactly what you will find with our offerings. In addition, we're always looking to improve our exceptional fringe benefits.

It's all part of our goal to make Hanover County an even more attractive place to work.



**HANOVER COUNTY**

This brochure is for illustrative purposes only. For more information, please see the plan documents.

Hanover County Human Resources  
P.O. Box 470, Hanover VA 23069  
Phone: 804-365-6075  
Fax: 804-365-6334  
Website: [www.co.hanover.va.us](http://www.co.hanover.va.us)  
An Equal Opportunity Employer

*Hanover County*  
**BENEFITS**



- Salary
- Health Benefits
- Time Off
- Savings & Retirement
- Income Protection
- Employee Services

**A GREAT PACKAGE**



*People, Tradition, and Spirit*

## “HANOVER LIVING” IS SOMETHING SPECIAL.



Hanover County promises a high quality of life. Conveniently located between Washington, DC to the north, and historic Richmond to the south, Hanover offers close proximity to major metropolitan areas, yet is quietly tucked away.

You will find a vibrant locality that offers rolling pastures...growing suburban communities...welcoming neighborhoods...interesting shopping...excellent schools (including Randolph-Macon College)...history (Revolutionary War and Civil War)...pristine farmland...and some of the prettiest horse country anywhere. It's easy to put down roots here. To breathe, to explore, to raise a family. It's no wonder Hanover is among the fastest growing counties in Virginia.



## HEALTH BENEFITS

### HEALTH INSURANCE -

Eligible the first month after you are hired, you can choose from various plans. And we contribute a portion of the cost. For a summary and plan rates, please visit [www.co.hanover.va.us/personnel/benefits](http://www.co.hanover.va.us/personnel/benefits)

### DENTAL INSURANCE -

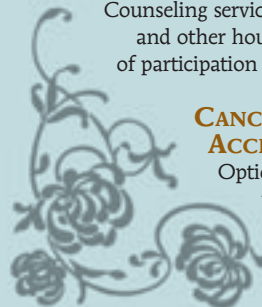
Optional plans. Two check-ups per year and co-insurance for services. Also covers orthodontic services.

### EMPLOYEE ASSISTANCE PROGRAM -

Counseling services for you, all dependents, and other household members, regardless of participation in County health plans.

### CANCER, INTENSIVE CARE & ACCIDENT INSURANCE -

Optional supplemental plans to complement your other benefits.



## TIME OFF BENEFITS

### ANNUAL LEAVE

Years Of Service	Semi-Monthly Annual Leave Accrual		Maximum Annual Leave Accrual	
	37.5 hr/wk Position	40 hr/wk Position	37.5 hr/wk Position	40 hr/wk Position
Less than 5	3.75 hrs	4 hrs	180 hrs	192 hrs
5 but less than 10	4.75 hrs	5 hrs	228 hrs	240 hrs
10 but less than 20	5.625 hrs	6 hrs	270 hrs	288 hrs
20 years & over	6.6 hrs	7 hrs	315 hrs	336 hrs

### HOLIDAYS - 12 per year

#### SICK LEAVE -

Employees earn 15 days per year. No maximum. Up to 6 days per year can be used for sick family members.

#### EXTENDED SICK LEAVE -

You may borrow paid leave if all leave has been exhausted and an undue financial hardship would result.

## SAVINGS & RETIREMENT

### RETIREMENT -

Virginia Retirement System (VRS). Paid 100% by the County. Vested after 5 years of service.

### DISABILITY RETIREMENT -

Through VRS, if you become permanently and totally disabled.

### DEFERRED COMPENSATION PROGRAM -

Sec. 457 plan which allows you to set aside pre-tax dollars for retirement.

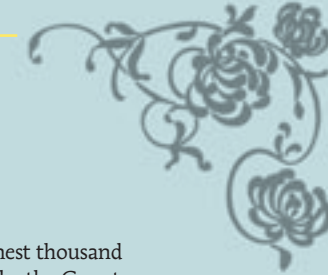
### PREMIUM CONVERSION -

Pre-tax savings on health and dental deductions.

### FLEXIBLE SPENDING ACCOUNTS -

Pre-tax savings plans for: medical expenses not covered by the health plans, dependent care expenses, and health insurance premiums paid out of pocket.

## INCOME PROTECTION & SECURITY



### LIFE INSURANCE -

Salary rounded to the next highest thousand and then doubled. Paid 100% by the County.

### ACCIDENTAL DEATH & DISMEMBERMENT -

Life insurance doubles for accidental death and plan compensates for dismemberment. Paid 100% by the County.

### SUPPLEMENTAL LIFE INSURANCE -

Additional life insurance coverage for yourself and/or your dependents on an optional basis.

### LONG TERM DISABILITY -

Income replacement when you can't work. Paid 100% by the County.

### SHORT TERM DISABILITY -

Optional income replacement to carry employee through to Long-term Disability. Flexible benefit levels.

## OTHER SERVICES

### EDUCATIONAL SERVICES -

Tuition reimbursement program for approved job-related courses.

### DIRECT DEPOSIT -

For your paychecks.

### CREDIT UNION -

Member benefits and discounts through Virginia Credit Union.

### COLLEGE SAVINGS PLAN -

Application discounts.

