

CITY OF MALDEN

201 SOUTH MADISON STREET
MALDEN, MISSOURI 63863
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Basic Employee Benefits

- 1) Working hours are from 8:00 AM to 12:00 PM and 1:00 PM to 5:00 PM with one hour for lunch.
- 2) Probation period of six (6) months
- 3) Pay schedule is on a bi-weekly basis by direct deposit.
- 4) Retirement system – the city participates in the Missouri Local and Governmental Employees Retirement System (LAGERS). Contributions begin after six (6) months of employment at a rate of 4% of your gross wage.
- 5) Full-time employee receives \$25,000 Life Insurance Policy at no expense to employee.
- 6) Employee funded 457 Plan through Nationwide. (optional)
- 7) Holidays –
 - New Year's Day
 - Martin Luther King Day
 - President's Day
 - Memorial Day
 - Juneteenth
 - Independence Day
 - Labor Day
 - Columbus Day
 - Veteran's Day
 - Thanksgiving Day and Day after Thanksgiving
 - Christmas Eve Day
 - Christmas Day
 - New Year's Eve Day
- 8) Personal Days – the full-time employee will receive three (3) personal days per calendar year.
- 9) Sick Leave – A full-time employee will earn sick leave when they have been employed six (6) months at a rate of 3.08 hours a pay period for a maximum of 240 hours.
- 10) Vacation Leave – A first year full-time employee will be provided with 40 hours of vacation time after the first 12 months of employment. A second year full-time employee will earn vacation leave at a rate of 3.08 hours a pay period.
- 11) Medical Insurance – the employee is covered at no expense to them. A plan for dependents/spouse is offered at employee's expense.

More details for the above items can be found in the current personnel policies and procedures.