



## **SUMMARY OF BENEFITS AND PRIVILEGES**

**For Part-Time Classified Employees**

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## **The New Jersey State Employees Deferred Compensation Plan**

The NJSEDCP, also called Deferred Comp, is a voluntary investment program that provides retirement income separate from, and in addition to, your basic pension plan. You can shelter a part of your wages from federal income taxes while saving for retirement.

To enroll, you must work for the State of New Jersey or an eligible agency, authority, or commission of State government. If you work for a county, township, or municipality and are not paid directly by the State or one of its agencies, you are **not** eligible for the NJSEDCP.

The NJSEDCP is handled by Prudential. You can go to Prudential's NJSEDCP website - <http://www.prudential.com/njsedcp> or you can call them at

Classified employees are entitled to one and one-quarter (1¼) days of sick leave for each completed month of employment for a total of fifteen (15) days of sick time each year. There is a lump sum payment (SCOR) of one-half of accumulated sick time up to \$15,000 at retirement.

**Personal Leave - \*All days below are pro-rated depending on part-time hours worked\***

Classified employees receive three (3) personal days per year. These personal days must be used by December 31 of each year or they will be lost.

**In exchange for the generous leave entitlement benefits described above, the College expects good attendance.**

**Classification and Compensation**

All classified employees are governed by the provision of NJSA 11A and the New Jersey Administrative Code 4A (New Jersey Department of Personnel), and either by the CWA contract or IFPTE contract, depending upon the title (agency shop fees are mandatory.) The College administers state-wide compensation schedules which designate the salary range for each position title. Each state title has assigned to it a salary range consisting of ten (10) steps. Employees are generally hired at the first step but can be hired up to the fourth step in certain cases. Each year, employees go up to

**Discounts**

The Civil Service Commission provides information on various companies offering discounts on goods and services. Please see the links for more information:

<https://www.state.nj.us/csc/employees/programs/discount/>

