

***Come work for us – the Unified Judicial System safeguards the rights of every citizen, assures due process of law, and offers one of the most comprehensive benefit packages available anywhere in South Dakota!***

### ***Paid Holidays***

Employees enjoy 10-12 paid holidays every year.

### ***Vacation and Sick Leave***

Unified Judicial System employees receive 5 hours of paid vacation leave per semimonthly pay period each year, adding up to approximately three weeks per year. After 15 years of service, vacation leave accumulation increases to 6.6667 hours per semimonthly pay period – approximately four weeks per year. Employees also receive 4.6667 hours of sick leave per semimonthly pay period and there is no limit to the number of hours you can accumulate. Unused vacation and sick leave is carried over from year to year.

### ***Personal Leave***

If necessary, Unified Judicial System employees may use up to 40 hours per year of accumulated sick leave for a death of an immediate family member; the temporary care of members of your immediate family; the birth or adoption of a child; volunteer police or rescue work; and a call to state active duty of military reserve or National Guard members.

### ***Military Training Leave***

Permanent employees are entitled to Military Training Leave of up to 15 days per calendar year.

### ***Health Benefits***

The state pays for the employee's health plan premium and family coverage is available at the employee's expense. Employees are offered a choice of benefit plans to meet their particular needs.

### ***Flexible Benefits***

The state's Flexible Benefits program allows eligible employees to select various combinations of optional insurance (dental, vision, etc.) and have the premiums deducted before taxes are withheld, thus decreasing the amount of taxable income.

### ***Life Insurance***

Employees receive a portable life insurance and accidental death and dismemberment insurance during their employment **at no cost** to them. Additional life insurance can be purchased at low cost. Dependent life insurance is also available at the employee's expense.

### *Medical Spending Account*

Pre-tax dollars from this account can be used for a wide range of health care expenses not reimbursed by health insurance, including prescription drugs, eyeglasses, and braces.

### *Day Care Spending Account*

Employees can contribute to this account and use pre-tax dollars to pay for their dependents' care.

### *Disability Insurance*

Employees with three years of state employment will receive 50% of their earnings until retirement age in the event of total disability.

### *Retirement Benefits*

The state offers a 6-8% fully matched tax-free contribution for retirement. Employees can contribute additional tax-free dollars to a supplemental retirement plan.

### *Additional Benefits*

As a Unified Judicial System employee, you may enjoy several other benefits, including:

- longevity pay;
- training opportunities;
- reduced tuition at State Universities;
- promotional opportunities;
- automatic payroll deposit;
- survivor income protection;
- Long-Term Care Insurance.

**Note:** Occasionally the state finds it necessary to modify its coverage and premium rates for the Benefits Program.

### *Where to Find Unified Judicial System Jobs*

The Unified Judicial System normally announces job openings through the Bureau of Human Resources and is accessible at <http://bhr.sd.gov/workforus>.

### *Questions?*

If you have any questions, please contact: **Unified Judicial System**, 500 East Capitol Avenue, Pierre, SD 57501, (605) 773-4867, (605) 773-8437 Fax.

**An Equal Opportunity Employer**