



# TJK BENEFITS

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TJK CONSULTING ENGINEERS

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# WELCOME TO TJK



*Your well-being is our priority, and we are proud to invest in benefits that help you feel secure, grow in your career, and maintain a healthy work-life balance.*

At TJK Consulting Engineers, we value our employees and are committed to supporting their well-being, both professionally and personally. We understand that our success is driven by the dedication and talent of our team, which is why we offer a comprehensive benefits and perks package designed to enhance your quality of life.

From competitive health and financial benefits to professional development opportunities, our programs are built to support your present needs and future goals. Whether it's access to top-tier healthcare, a robust retirement plan,

educational support, or wellness initiatives, we strive to provide resources that empower you to thrive.

This benefits and perks packet provides an overview of what TJK has to offer, including details on healthcare plans, various work flexibility and paid time off, and additional perks that enhance your work-life balance. We encourage you to explore these benefits and take full advantage of the programs designed to support you in every stage of your career.

# Employee Benefits & Perks

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Coverage for medical, dental, and vision insurance, and other wellness programs.

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401(k) retirement plan with employer match and supplemental insurance options.

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Enjoy the various perks that are provided to employees from quarterly events to bonuses and marketplace perks.

# Health & Wellness Plans

Insurance coverage includes comprehensive medical, dental, and vision plans designed to support employees' overall health and well-being. In addition to these essential benefits, TJK, partnered with Insperity, who offers various wellness programs, such as mental health support, fitness incentives, and preventative care initiatives to promote a healthier lifestyle.

TJK offers 100% coverage of the insurance premium for full-time employees and 30% of dependents' premiums.

Partnered with Insperity, we offer a nationwide insurance carrier network plan. Medical coverage options include prescription coverage. Flexible Spending Account (FSA) plan and Health Savings Account (HSA) plans available.

All medical coverage options also include access to 24/7 telemedicine providers, registered nurses, condition management programs, and wellness resources through the selected insurance carrier.

*Employee Eligibility - Employees must work 30 or more hours per week on average, and meet all other eligibility requirements, to be eligible for the benefits available to full-time employees.*

## Emotional Health

- 24/7 live assistance from licensed counselors
- Virtual therapy options
- Access to Calm app & other emotional support apps
- Crisis support & coping resources

## Physical Health

- Chronic condition management
- Substance use disorder support
- Wellness programs
- Discounted gym memberships
- Weight loss programs
- Wellness app subscriptions
- Virtual classes

## Social Health

- Caregiving support
- Relationships
- Parenting resources
- Disaster relief

### MEDICAL

100% Employee Premium Coverage  
30% Dependent Premium Coverage  
National Coverage Plan  
PPO & HDHP Plans  
8 Coverage Options  
Optional FSA & HSA Plans

### DENTAL

100% Employee Premium Coverage  
30% Dependent Premium Coverage  
PPO Plan  
Preventative Services  
1 Coverage Option

### VISION

100% Employee Premium Coverage  
30% Dependent Premium Coverage  
Copoly  
1 Coverage Option

# Financial & Retirement

TJK's 401(k) benefits provide employees with a tax-advantage retirement savings plan, including employer matching contributions to help grow their savings faster. TJK matches up to 4% of employee's annual salary.

Additionally, life insurance, supplemental insurance, and disability insurance provide financial protection and peace of mind by covering unexpected health events and income loss.

TJK provides an employer-paid \$50,000 life insurance policy to all employees. Through our partner, Insperity, employees may purchase additional life insurance, disability insurance, etc.

## Education

- Informative financial videos
- Bi-annual financial advisor training
- One-on-one advisor support.

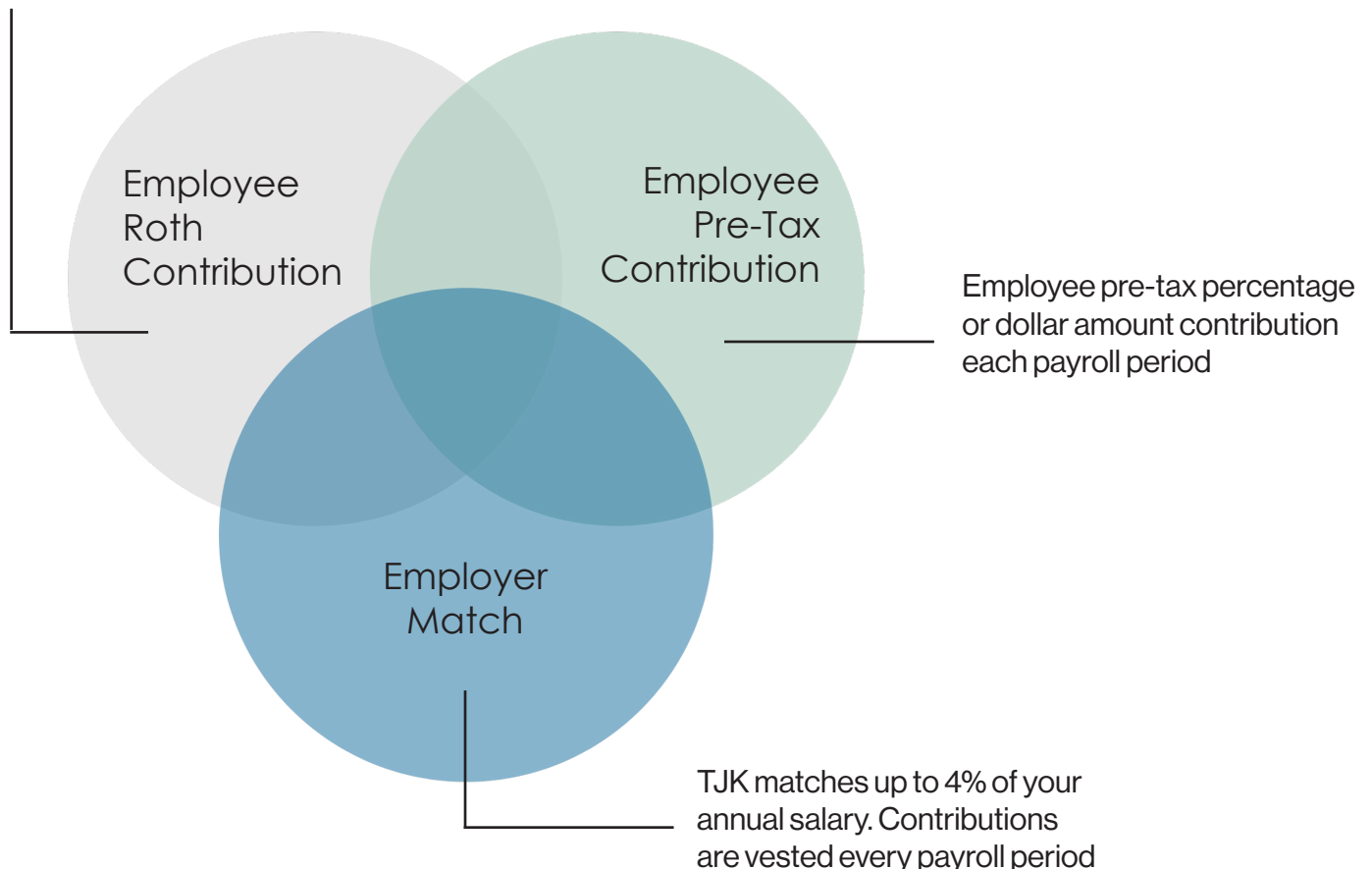
## Financial Health

- ID theft prevention & recovery
- Financial planning and coaching
- Legal advice & mediation
- Will creation
- Discounted tax preparation

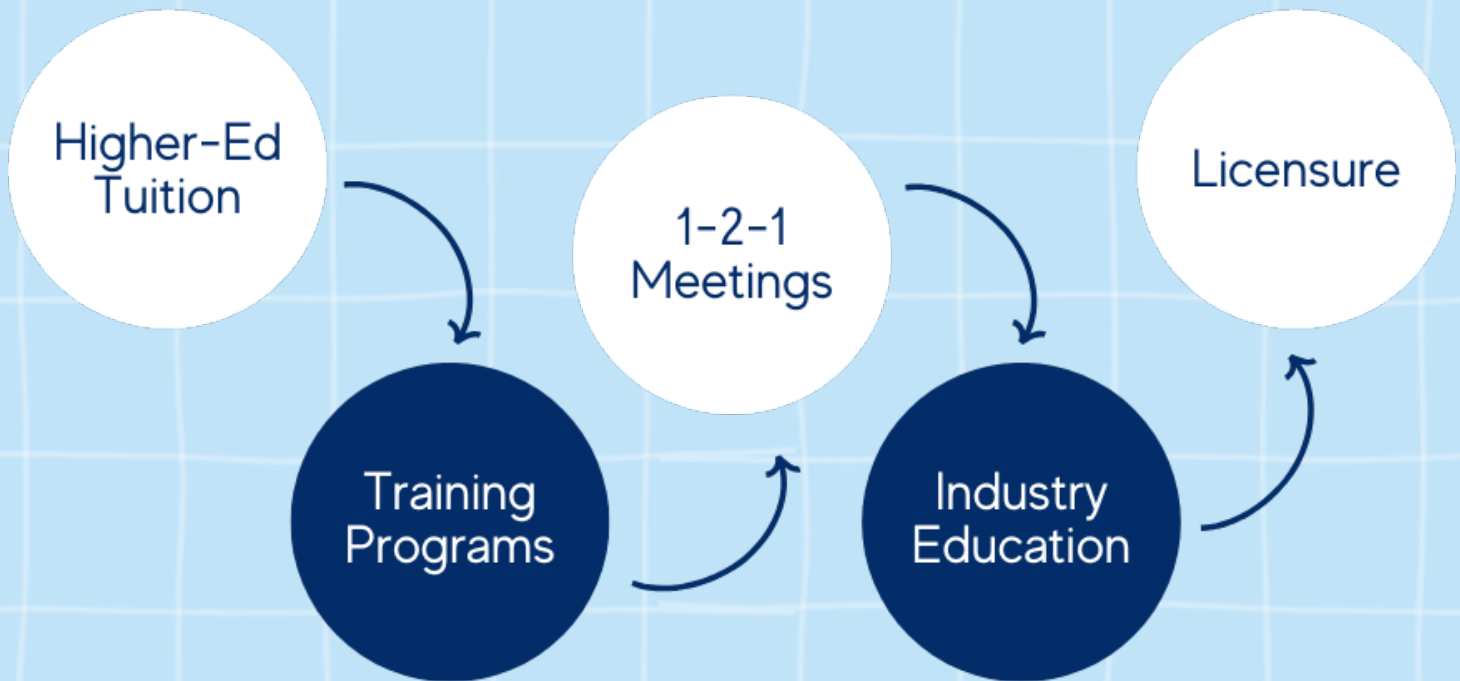
## Supplemental

- Life & Accidental Death & Dismemberment insurance
- Short-term & long-term disability
- Voluntary Critical Illness & Accidental Insurance

Employee post-tax percentage  
or dollar amount contribution  
each payroll period



# Professional & Educational Support



With growth as a core value, TJK offers opportunities with professional and educational support that can include tuition reimbursement\*, training programs, and access to industry education to help employees enhance their skills and advance their careers. Support for professional association involvement and certifications/licenses\* fosters networking opportunities, industry recognition, and continuous learning.

We put a high priority on making sure each employee knows they are valued within the firm. At TJK, we care about your personal and professional goals and will guide you to ensure you are on the right track to achieve them - and we mean that!

## WAYS TO LEARN & BE SUPPORTED

- Interested in going to school? TJK will pay for your college tuition to obtain a degree.
- Every employee gets the opportunity to meet with their supervisor/manager once a month to discuss growth, training opportunities, job functions, and more.
- Mingle with other leaders and peers at industry events to expand your knowledge and relationships.
- We support and provide resources to study for Professional exams that will advance your career.
- Gain access to self-paced courses, book summaries, training videos, articles, and business/IT certification resources through our partner Insperity.

*\*Reimbursements dependent on TJK policies and employee tenure.*

# Work-Life Integration

At TJK, work-life integration allows individuals to effectively manage work commitments while maintaining their health, relationships, and overall well-being.

We focus on creating a seamless flow between your professional and personal life, allowing for flexibility in when, where, and how work gets done to support productivity while prioritizing time for rest and personal activities.

By encouraging paid time off, adaptable works hours, and remote days, we foster a healthy balance between professional responsibilities and personal life, ensuring employees can recharge, stay engaged, and perform their best.

We offer PTO and other time off to regular full-time employees. The amount of benefits received each year is dependent on TJK policies and employee tenure.

01

## FLEX WORK SCHEDULE

Flextime through scheduled core hours of 8:00am - 4:00pm

02

## REMOTE SCHEDULE

Work remotely on Tuesday, Thursday, and Friday

03

## PERSONAL DAY

Paid personal day to be observed on a Friday once a quarter. This quarterly paid personal day is meant to be used as you see fit.

04

## PAID TIME OFF

Paid time off to use for vacation, illness, bereavement, etc.

0-5 Years = Three Weeks

5-10 Years = Four Weeks

10+ Years = Five Weeks

05

## PAID HOLIDAYS

New Year's Day  
President's Day  
Memorial Day  
Independence Day  
Labor Day  
Thanksgiving Day  
Day After Thanksgiving  
Christmas Day

Employees who have three (3) years of tenure will be provided up to 40 hours of paid time off to be used during the Christmas/New Year's break.



# Additional Perks

## Employee Recognition

The team votes every quarter for a co-worker who embodies our culture and is recognized for their contributions. The employee is awarded with time off, a gift card, covered parking, and car wash.

## Bonuses

We believe in rewarding hard work and shared success. When we meet our profit goals, employees receive a bonus as a thank-you for their contributions. It's our way of recognizing your dedication and celebrating our achievements together.

## Celebrations

Each month, we take time to celebrate our team's hard work with a company-wide gathering. We provide treats and recognize the accomplishments of the past 30 days, including team successes and individual contributions. It's also a time to celebrate employee birthdays.

## Activities

Engineering can't be the only thing we do. We have several committees that organize events for the office including anything from racing go-carts, bowling, seeing a movie, or hanging out at the park with our families.

We love to make sure the team enjoys tasty food as well. We have free daily snacks, coffee & espresso maker, and quarterly food events.

## MARKETPLACE PERKS AT WORK

*Insperty Perks at Work offers discounts and member pricing for a variety of products and services to support your family's wellbeing, including:*

- Gym membership and exercise equipment
- Nutrition counseling
- Weight management programs
- On-demand therapy and telehealth options
- Tutoring and continuing education programs
- Discounts on childcare programs
- At-home meal and grocery delivery services
- Supplemental insurance
- Pet health insurance
- Household needs, gifts, and electronics
- Travel needs including cruises, rental cars, hotels and more





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