

## **HAMILTON COUNTY GOVERNMENT**

### **PAID LEAVE POLICY**

Paid leave combines sick leave and vacation leave into one bank. This allows employees the flexibility to take time off for vacations, illness, or family needs. Hamilton County Government offers paid leave to its full-time, SKIMP, provisional, temporary, and trainee employees based on the following schedule:

<b>YEARS OF SERVICE</b>	<b>MAXIMUM ANNUAL ACCRUAL</b>
1 to 5	19 days
6 to 10	22 days
11 to 15	27 days
16+	29 days

Paid leave is accrued bi-weekly and may be accumulated up to a maximum of 210 days.

### **HOLIDAYS**

Hamilton County Government observes the following holidays:

New Year's Day  
M. L. King's Birthday  
Good Friday  
Memorial Day  
Independence Day  
Labor Day  
Thanksgiving (2 days)  
Christmas (2 days)