

The Alberta Public Service (APS) provides a competitive and flexible benefits package designed to help employees maintain their well-being and plan for the future. The following information highlights some of the benefits and provides links to more detailed information available online.

### 1<sup>st</sup> choice Benefits Program

[www.psc.alberta.ca/benefitsmgmt](http://www.psc.alberta.ca/benefitsmgmt)

- Employees in a temporary salaried or permanent position are eligible for voluntary participation in the 1<sup>st</sup> choice Benefits Program, which provides optional coverage plans and is cost shared with the employer:
  - Group Life Insurance Plan
  - Dental Plan (core coverage - premiums paid by employer)
  - Prescription Drug Plan
  - Extended Medical Benefits Plan
- The Health Spending Account (HSA) is a non-taxable benefit that complements the 1<sup>st</sup> choice benefits program to help employees manage their health-related expenses. Details are available in the HSA Guide at [www.psc.alberta.ca/benefits/healthspendingacct/hsa-guide-mgmt.pdf](http://www.psc.alberta.ca/benefits/healthspendingacct/hsa-guide-mgmt.pdf).

### Vacation, Statutory Holidays and Christmas Closure

- 13 paid holidays.
- Christmas closure of government offices.
- Vacation: All newly hired employees are credited 5 days' vacation at the date of commencement, in addition to the following vacation entitlements.

#### Calculating Vacation Leave Service

	Vacation Time	Earning Rate
12 months service	15 work days	1 1/4 days
5+ years service	20 work days	1 2/3 days
13+ years service	25 work days	2 1/12 days
21+ years service	30 work days	2 1/2 days
30+ years service	35 work days	2 11/12 days

- Management Vacation Supplement: Five days vacation supplement per year effective each January (pro-rated for partial year). Any pro-rated management vacation supplement can be used in your first year of employment.

### Workplace Health

[www.psc.alberta.ca/health](http://www.psc.alberta.ca/health)

- Preventative and health recovery programs including the Employee and Family Assistance Program, and the Employee Support and Recovery Assistance Program.
- Up to 10 days of casual illness per year, a General Illness Plan, and a Long Term Disability Plan paid for by the employer. (Note: Temporary employees are eligible for Long Term Disability of up to two years.)

### Pension Plan

[www.mepp.ca](http://www.mepp.ca)

Employees in a temporary salaried or permanent position participate in the Management Employees Pension Plan, which forms an important component of your total compensation with the APS. This is a defined benefit pension plan, which means that your retirement benefit is specified regardless of market conditions or how long you live. The pension plan is financed by both employee and employer contributions (as well as investment earnings). Contributions are based on a percentage of your pensionable salary, and are made through payroll deduction.

### Alberta Public Sector Retiree Health and Wellness Benefits Plan

[www.psc.alberta.ca/Practitioners/?file=benefits/retiree/aps-retiree-program&cf=2](http://www.psc.alberta.ca/Practitioners/?file=benefits/retiree/aps-retiree-program&cf=2)

This program is sponsored by the Alberta Retired Teachers' Association (ARTA), and is available to eligible APS retirees, their spouses/partners and dependent children. Premiums for this program are fully paid by the retiree.

### Other Resources

- **New Employee Orientation**  
[www.psc.alberta.ca/orientation](http://www.psc.alberta.ca/orientation)

This site provides helpful information and resources as you begin your career with the APS.

- **MyAGent**  
<https://www.myagent.gov.ab.ca>

Once you have been assigned an Employee ID number you will have access to MyAGent, which is your gateway to online employee self-service for personal information, paycheck information, benefits, expense claims and training courses.

- **Research Careers/Calculate Pay & Benefits**  
[www.jobs.alberta.ca/researchcareers](http://www.jobs.alberta.ca/researchcareers)

This tool calculates the total compensation (salary and benefits) that goes beyond the posted salary range.

*Please review and familiarize yourself with your benefits, and ask your Human Resources Consultant any questions you may have upon commencement.*