

Summary of Benefits

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At Coley, “culture” isn’t just a buzzword—it defines our work ethic, strong tradition of respect, integrity, and employee development. Coley is a place where a person’s talents, contributions, and ideas are welcomed and rewarded. We pride ourselves on our culture of open communication - one in which employees know where the organization is headed, how they fit into these plans, and what’s expected of them. Best of all, our culture creates a superior work/life balance where people can plan weekend trips without fear of last minute work requirements.

Coley is dedicated to helping others and we start with our employees. In the current economic reality where many employers are cutting employee benefits, we are proud that we are able to continue to offer a robust benefits program that addresses our employees’ and their families’ needs.

COMPENSATION & BENEFITS

We offer competitive salaries, annual merit increases and bonuses, generous paid time off, and a full range of benefits including medical, RX, vision, and dental coverage. Other benefits include Flexible Spending Account, 401(k) Retirement Savings Plan, Short & Long Term Disability, and Group Life and AD&D Insurance; plus Optional Life Insurance is available for both the employee & family members. We also provide many other benefits including an Employee Assistance Program, training for technical, professional and personal development, employee performance and innovation incentives and convenient door-front parking at our walk-in corporate office. Overall, Coley is a supportive, interactive, and fun workplace.

LEAVE BENEFITS

Paid Time Off (PTO) – PTO is provided for employees to be away from work due to vacation, illness, or other personal requirements.

Holidays – Regular, full-time employees receive 10 paid holidays each calendar year.

Jury Duty – Regular, full-time employees receive pay for 5 working days of jury service per calendar year.

We Believe in REAL Values

RESPECT

Respect for others

EXCELLENCE

Excellence in all that we do.

ACCOUNTABILITY

Accountable to meeting goals and upholding values

LOVE

Love what you do

Bereavement – Regular, full-time employees receive compensation for time absent from scheduled work upon the death of a member in immediate and extended family.

Voting – Coley encourages employees to fulfill their civic responsibilities by participating in elections. Time off to vote is regulated by State mandate and can be worked through the employees Supervisor.

HEALTH BENEFITS

Regular, full-time employees are eligible to participate in the Medical, Dental, and Vision care plans after 30 days of employment to the first of the next month. Premiums for employee coverage are mostly paid by Coley. Eligible dependents include spouse and dependent children under the age of 19 (or adult children under the age of 26 who are not eligible for other medical care coverage through their employer or the military).

The Plan’s standard default option for paying your portion of the medical, dental and vision premiums are with pre-tax dollars through convenient payroll deductions.

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Medical Care – Coley offers several different Choice Plus plans. All plans provide comprehensive medical benefits, including maternity coverage, and participants can select any health care provider within the Choice Plus network.

Dental Care – Coley offers two plan choices allowing participants to select the dentist of their choice. Routine preventive services are covered with no deductible or co-pay.

Vision Care – The vision care plan covers eye exams for a nominal co-pay, corrective lenses, frames, and contacts up to a maximum dollar amount either annually or every 2 years. Discount on laser eye surgery is available.

(FSA) Flexible Spending Accounts – include Health Care FSA, the Dependents Care FSA, and Commuter FSA, which allow employees to pay for certain medical, dependent care and commuter expenses with pre-tax dollars.

LIFE & DISABILITY INSURANCE BENEFITS

Group Life Insurance and Accidental Death & Dismemberment Insurance - Regular, full-time employees have a death and AD&D benefit that pays \$50,000 or \$100,000 for accidental death. Premiums are covered in full by Coley.

Voluntary Group Life Insurance – Optional coverage for full-time regular employees and their families are available; premiums are paid by employee.

Voluntary Short-Term and Long-Term Disability Insurance (STD/LTD) – STD/LTD insurance benefits provide income

protection and other benefits to regular, full-time employees faced with short-term and long-term disability as a result of sickness or injury. STD benefits include up to 60% of base monthly earnings (up to maximum \$1,000 per week). LTD benefits include up to 60% of base monthly earnings (up to a maximum \$6,000 per month).

RETIREMENT SAVINGS PROGRAM

401(k) Retirement Savings Plan – Regular, full-time employees are eligible for this pre-tax benefit. It is never too early and it is never too late to take charge of your retirement and start saving. A discretionary match is available.

OTHER BENEFITS

Employee Assistance Program – Free work-life services, confidential counseling and support program for employees and their families.

Training and Development –Free instructor-led and monthly Lunch & Learn training on various topics are available.

Rewards & Recognition – Employee of the month recognition, monthly birthday and anniversary celebrations, annual holiday dinner recognition party, fun contests and recognition throughout the year, and much more.

Community Events – Local events that benefit Disabled Veterans and the San Antonio community such as Wounded Warrior programs, Fisher House, Habitat for Humanity, Susan G. Komen Race for the Cure, Toys for Tots, clothing drives and more.

We offer a family-style environment that stands strong with 14 years of success and two operating divisions. Every company has its own distinct culture and we are very honest about ours. We seek and reward smart, self-motivated professionals with a “get it done” attitude that starts from within.