



CITY OF BISMARCK

The City of Bismarck has its own Civil Service System so all positions are filled under the Civil Service laws of the federal, state and city ordinances. Job positions would be in areas of the following departments in the City:

Administration	Fiscal/Info Services/Assessing/GIS	Planning
Airport	Fire & Inspections	Police
Human Resources	Roads & Streets	Civic Center
Attorney	Municipal Court	Waste
Engineering	Combined Communications	Forestry
Water & Sewer	Public Health	Water Plant/Wastewater Plant

The City of Bismarck Fringe Benefit Program

EMPLOYER PAID	EMPLOYEE PAID
Health Insurance - 100% employer paid	Dental Insurance
Life Insurance - \$30,000 policy for employee	Pension Plan: (non-optional) 5% employee contribution, 9.4% police contribution
Workers compensation	Voluntary Life Insurance for employee
Unemployment compensation	Dependent Life Insurance for spouse & children
Employee Assistance Program	Vision Insurance
Long Term Disability	Flexible Spending Accounts (125 Cafeteria Plan)
	ICMA 457 Deferred Compensation plan - optional

ANNUAL LEAVE:

	<u>City Employees</u>	<u>Fire Employees</u>
First 3 years	8 hr/month	10.6 hr/month
4 th – 7 th years	10 hr/month	13.3 hr/month
8 th – 12 th years	12 hr/month	15.9 hr/month
13 th – 18 th years	14 hr/month	18.6 hr/month
over 18 years	16 hr/month	21.2 hr/month

Maximum year-end balance: City/Police Employees=360hr; Fire Employees=477hr

SICK LEAVE: City employee earns 8 hours sick leave per month. 960 hours maximum accumulation. Everything over 960 paid annually at 40%. (Firefighters earn 10.6 hr/month. Maximum accumulation of 1272 hours).

HOLIDAYS: Average of 10 paid days per year. (New Year’s Day, MLK Day, President’s Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veterans’ Day, Thanksgiving, and Christmas)

WELLNESS PROGRAM: Provided by Bismarck Burleigh Public Health

TUITION REIMBURSEMENT: With approval from department head and human resources

HEALTH PHYSICALS: Annually for Police Officers & Firefighters. Bi-Annually offered to all other full time employees on a rotating basis.

Additional Fringe Benefits for Police and Fire Departments include uniforms, dry cleaning and laundry.

For more information on job opportunities with the City of Bismarck, visit the City website at www.bismarcknd.gov

EQUAL OPPORTUNITY EMPLOYER