



## Working at Trade Center Management Associates (TCMA)

At TCMA, we believe talent and outstanding effort should be rewarded through competitive salaries and benefits, opportunities for training, advancement and professional development.

### Health and Wellness Benefits

Medical insurance - Cigna (two plans: HMO and PPO, four levels of coverage)

Dental insurance - MetLife

Vision insurance - VSP

Short- and long-term disability - MetLife

DC Paid Family Leave

Life insurance including supplemental life insurance options for employee, spouse and dependents.

- Eligibility: F/T employees, their spouses and eligible dependents; enrollment on the first day of the month following employment.

Employee Assistance Program (EAP) - Met Life/LifeWorks

- Eligibility: All employees.

### Financial Benefits

401k Retirement Account - Contribute any percentage of your eligible weekly salary to the plan, up to the current IRS maximum limit. Vestiture after two years (Fidelity).

- Eligibility: All employees.

AFLAC "Cafeteria" Insurance Plans

- Eligibility: All F/T employees; December enrollment only.

Prime Pay Flexible Spending Accounts (FSA)

- Eligibility: All F/T employees; December enrollment only.

Direct Deposit - Required for all employees.

Paid Leave: Vacation accrual (F/T; P/T after 1 yr.), Sick accrual (F/T, P/T), Nine holidays (F/T, P/T), Two personal days (F/T only).

Metro SmarTrip Program - Enrollment for pre-tax deductions.

- Eligibility: All employees.

Quarterly Transportation Allowance

- Eligibility: Management only.

### Career Development Benefits

Tuition Reimbursement - Up to 75% reimbursement of tuition per calendar year for work related, career progressing, courses taken at an accredited educational institution.

- Eligibility: F/T employees after one year of service. Maximum of \$2,000 per calendar year.

Training Courses (off and on site)

Professional Association Membership

Employee Referral Bonus

- Eligibility: F/T and P/T employees (non-exempt only).

### Work\*Life Benefits

Telework - Available for positions deemed eligible

Personal Choice Plan - Reimbursement for goods or services purchased in categories such as *Personal Wellness, Technology, Personal Development, Workplace Attire, or Transportation.*

- Eligibility: F/T and P/T employees after one year of service.

Benefit dollars based upon years of service. Maximum \$400 annually.

Plum Benefits - Sports and entertainment discounts through TCMA membership.

**The greatest benefit of all is the opportunity to work with some of the most talented, creative and dedicated hospitality professionals in the industry!**