

Summary of Benefits

This summary is provided for informational purposes only and is not intended to create a contract of employment. The University of Evansville reserves the right to revise, modify, cancel, or add benefits from time to time as it becomes necessary and in the best interest of the University. Feel free to contact the Office of Human Resources with questions about our benefit plans.

Retirement Plan: A 403(b) retirement plan to which employees may contribute part of their own salary is available. The University matches eligible employee contributions at a rate of 2 to 1, up to 5 percent of the employee's salary.

Health Insurance: The University offers two plans: a traditional plan and a health reimbursement arrangement (HRA) with a high deductible. Coverage is available for the employee and for dependent family members. The University makes a 50 percent contribution toward the premium.

Life Insurance: Coverage is available to the employee and dependent family members at a cost to the employee. The University makes a 50 percent contribution toward the premium. Coverage is salary-based.

Dental Insurance: Coverage is available to the employee and dependent family members at a cost to the employee. Benefits for this plan include 100 percent coverage of diagnostic and preventative services. Most other services are covered at 50 percent.

Long-Term Disability: Coverage is available to the employee at a cost to the employee. After 150 calendar days of disability, the plan will pay 60 percent of your monthly earnings. The University makes a 50 percent contribution toward the premium.

Flexible Spending Account: This plan allows employees to redirect a portion of their salary, tax-free, for qualified medical expenses and dependent care expenses.

Post-retirement Health Care: For eligible employees, the University makes contributions into an account that can be used to reimburse qualified medical expenses in retirement. A Medicare supplement program is also available to qualified retirees.

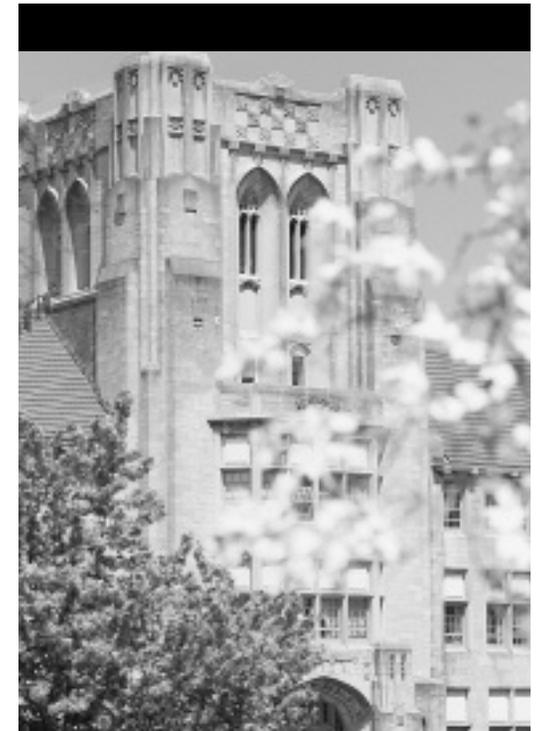
Tuition Benefits: Tuition remission is available to eligible employees and dependent family members who attend the University of Evansville. Eligible employees and dependent family members may also apply for a tuition exchange scholarship at participating colleges and universities.

Vacation: Vacation with pay is granted to eligible staff members and administrators. Faculty members are not eligible for vacation. Employees with one to five years of service earn up to 12 working days of vacation per year.

Holidays: The University observes a number of holidays and provides paid time off for eligible employees.

Sick Days: Eligible employees may accrue, over time, up to 110 working days of paid sick time off.

Other Benefits: Several other benefits are available to eligible employees, including admission to athletics events and theatre performances as well as use of the fitness center and the library.



EMPLOYMENT APPLICATION AND BENEFITS

Read thoroughly before
completing your application.



UNIVERSITY
OF
EVANSVILLE

Civic Mission... Sacred Trust

EMPLOYMENT APPLICATION AND BENEFITS

Thank you for your expression of interest in employment with the University of Evansville. The information provided below is intended to acquaint you with the University and to assist you in appropriately completing and submitting your application for employment.

About the University of Evansville

Established in 1854, the University of Evansville has a rich history that spans more than 150 years.

The core purpose of the University of Evansville is to provide life-transforming educational experiences that prepare students to engage the world as informed, ethical, and productive citizens.

Your Application

The application for employment is a crucial step in our getting acquainted, and it should be completed conscientiously to ensure that your qualifications are fairly considered for current and future employment opportunities. Your application will remain in our active files for a period of one year. After one year, reapplication will be necessary.

Available Positions

Available positions are listed on the Web site www.evansville.edu/aboutue/employment.asp and posted on the bulletin board outside UE's Office of Human Resources.

If you have already applied and a position is available that you would like to be considered for, please contact the Office of Human Resources at hr@evansville.edu or 812-488-2943.

Completing Your Application

Your application for employment may be completed at the Office of Human Resources (Room 118, Olmsted Administration Hall) or mailed to: Office of Human Resources, University of Evansville, 1800 Lincoln Avenue, Evansville, Indiana 47722.

Read all portions of the application carefully before responding. Integrity and honesty in the completion and submission of the application and supplementary materials are essential. Misrepresentation or falsification of any portion of the application is cause for refusal to employ or for dismissal if employed. There are no exceptions.

A new application may be submitted at any time.

Response to Inquiries

You are welcome to include supplementary materials such as a résumé, letters of recommendation, transcripts, etc., if you so desire. However, the submission of such supplementary information does not override the need to thoroughly complete all portions of the application itself. "See résumé" is not an appropriate response to inquiries on the application.

Your application will be forwarded by the Office of Human Resources to the appropriate manager(s) and department(s). If your qualifications appear to be an appropriate match with the requirements of a currently available job opportunity, we will invite you to an interview.

Again, thank you for your interest in employment with the University of Evansville.

Availability of Annual Security Report

The security report includes statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by the University, and on public property within or immediately adjacent to and accessible from the campus. The report also includes institutional policies concerning campus security (such as policies concerning sexual assault) and other matters. You may obtain a copy of this report by contacting the Office of Safety and Security or by accessing the following Web site: safetyandsecurity.evansville.edu/clery.

www.evansville.edu/aboutue/employment.asp