



## FULL-TIME EMPLOYMENT

ASID provides full-time employment as the primary basis of our workforce. The majority of our employees are classified as regular; occasionally, we hire temporary employees. Regular employees are employees hired for an indefinite term without a specific termination date. Temporary employees are those hired for a defined and limited period with a specific, predetermined termination date. Temporary positions will not be construed at any time as conferring any contractual or other rights for an indefinite term position.

Employees also are classified as either exempt (overtime compensation ineligible) or nonexempt (overtime compensation eligible) according to provisions of federal, state, and provincial law. ASID designates positions/employees as exempt or nonexempt based upon the nature of duties and compensation levels in line with the Fair Labor Standards Act (FLSA).

Regular Full-time Employees work at least 40 hours per week and are eligible for all regularly offered benefit programs and plans subject to established waiting periods and other plan conditions.

Regular Part-time Employees work fewer than 30 hours per week and are eligible for pro-rated holiday pay, and PTO. These employees are typically non-exempt and subject to overtime rules. Part-time employees are not eligible for other benefits.

Temporary Employees are hired for a defined short term period, most often to complete a specific assignment or project. Temporary employees are not eligible for benefits.