

## Note from the Founders

We provide the benefits listed in this brochure in order to hire people with skills, talents, and potential. These are people who have core values, in addition to individual talents.

They aren't just engineers or other technical specialists, nor do they care only about the financial rewards of a nine-to-five job.

Rather, they are people who care about where they work and the people they work with and for their



*Individual talents bound by core values*

co-workers, clients, and their communities. They take pride in the service they deliver and in the relationships they form. Only after we find bright, quick-learning, energetic types, who want to be motivated, to be a part of a team, and to contribute not only to their own but to others' successes, do we consider specific talents.

**Core values form the foundation of Overlook's qualified and committed work force.**

## NOTES / QUESTIONS

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**BENEFITS AT A GLANCE**

Overlook Systems Technologies, Inc.



## LEAVE

### **Holiday**

10 company-paid holidays

### **Sick**

7 days per year

### **Vacation**

Year 1 — 10 days

Year 2 — 10 days

Year 3 — 12 days

Year 4 — 15 days

Year 5 — 15 days

After 5 years of service — 20 days per year

### **Other**

Bereavement, jury duty, military leave:

Overlook may provide time off for these activities with management approval.

*These are Overlook benefits as they currently exist. Overlook reserves the right to change or cancel any company benefits.*

## COMPANY-PROVIDED

### **Health/Prescription/Vision**

80% of the premiums paid by the company

### **Dental**

100% of the premiums paid by the company

### **Life Insurance and AD&D**

\$50,000 of life insurance for employee

\$100,000 AD&D for employee

\$2,000 for spouse

\$1,000 for child

### **Travel Accident**

\$250,000 of AD&D; 100% of the premiums paid by the company

### **Long-Term Disability**

Benefit equal to 2/3rds of your salary not to exceed \$7,500 per month; 100% of the premiums paid by the company

### **Short-Term Disability**

2/3rds of your salary up to 3 months (until long-term disability begins)

### **401K Contribution**

3% Safe Harbor contribution by the employer

### **Flexible Spending**

Allows employees to defer up to \$2,550 for dependent medical care and \$5,000 for child care on a pre-tax basis per year

## MANAGEMENT DISCRETIONARY

### **Bonus**

Based on company performance, individual performance, position, and customer satisfaction

### **401K Profit Sharing**

Based on company performance, an added contribution may be made to participants in the plan

### **Training and Education**

100% reimbursed after successful completion for fees, books, travel expenses, etc... On preapproved, job related courses, training, certifications .

### **Travel**

Actual reasonable expenses, regardless of per diem

### **Miscellaneous**

Parking and coffee are provided by the company

