

WHEN DOES MY VACATION ALLOWANCE INCREASE?

After 6 months active, full-time employment, you become eligible for 40 hours PAID TIME OFF from that time through to the end of your 1st calendar year [EX: Hired May 4, 2022 = 40 hrs. PTO available upon Nov 4, 2022 thru Dec 31, 2023]; 80 hours starting January of calendar year 2 and annually thru year 9; 120 total hours upon reaching your 10 year anniversary; and total of 160 calendar year hours upon reaching your 15 year anniversary date. Although permitted with proper authorization from a GM, absences of more than 40 hours for vacation or similar “PTO” at one time is discouraged because of the burden it causes to the department, but exceptions do occasionally apply under exceptional circumstances with the approval of the Store’s General Manager AND the VP of Operations.

→Note that if your job permits a “scheduled day off” within the week, the “scheduled day off” is waived during weeks in which PTO are taken (you don’t receive a scheduled day off in addition to PTO time taken during that period; all days are counted against PTO hours).

