



SERVICE OKLAHOMA 2025 BENEFITS HIGHLIGHTS

The Service Oklahoma (SOK) mission is to ease the stress of navigating government services by providing a best-in-class customer experience. We are Oklahomans helping Oklahomans by providing driver license and motor vehicle services on behalf of the state. When you join SOK, you become a part of a pioneering, authentic, reliable, neighborly group of trusted teammates.

TOTAL COMPENSATION FOR A SINGLE EMPLOYEE WITH AN ANNUAL SALARY OF \$45,000*

*FOR ILLUSTRATIVE PURPOSES ONLY

CASH COMPENSATION

Annual Base Salary	\$45,000
Longevity Payment (**See back)	\$250
TOTAL CASH COMPENSATION	\$45,250

BENEFITS — STATE'S COST

Benefits Allowance	\$9,042.96
State Retirement	\$2,700*
TOTAL COST OF BENEFITS	\$11,742.96

*State contributes a minimum of 6% to Pathfinder, employee contributes 4.5% minimum.

SUMMARY

Annual salary (including longevity)	\$45,250
Cost of Benefits	\$11,742.96
TOTAL COMPENSATION	\$56,992.96

INSURANCE

Each employee receives an annual benefit allowance in addition to salary, ranging from \$9,042.96 for employee only to \$21,934.08 for employee, spouse and children to purchase insurance. Any benefit allowance not spent on the mandatory core benefits may be used to purchase optional insurance or added to the employee's pay.

RETIREMENT VESTING

Your employee contributions to Pathfinder are 100% vested from Day 1. You become progressively vested in the matching employer contributions 20% each year, reaching 100% vested after 5 years. Information about retirement contributions can be found on the back.

(NOT INCLUDED IN TOTAL COMPENSATION)

PAID TIME OFF: (valued at the hourly rate)

Annual Leave (15 days/year)	\$2,596.15
Sick Leave (15 days/year)	\$2,596.15
Holiday Leave (11 days/year)	\$1,903.85
TOTAL (**See back for Cumulative Service)	\$7,096.15

HUMAN RESOURCES

Service Oklahoma
 Oklahoma City, OK 73118
 Phone: 405-522-7000
serviceok-hr@service.ok.gov
service.ok.gov



STATE EMPLOYEE BENEFITS HIGHLIGHTS

PAID HOLIDAYS

11 Paid Holidays

ANNUAL LEAVE

Full-time employees accrue annual leave starting at 15 days per year for the first five years. (See chart below.)

SICK LEAVE

Full-time state employees accrue sick leave at the same rate up to 15 days per year with no accumulation limit.

ENFORCED LEAVE

Up to 80 hours of an employee's accrued sick leave may be used towards an illness, injury or death of immediate family member.

MILITARY LEAVE

30 days per federal fiscal year when ordered to military service or duty.

FAMILY MEDICAL LEAVE (FMLA)

Eligible employees may be able to receive up to 12 weeks of paid and/or unpaid time off in a 12-month period for a qualifying event. Paid leave will come out of the employee's sick and/or annual leave.

MATERNITY LEAVE

Eligible Employees may be able to receive up to 6 weeks of additional paid leave.

LEAVE SHARING

Eligible employees who have exhausted all sick and annual leave due to a serious or life-threatening illness or injury may be eligible to receive donated leave by other state employees upon approval.

PREMIUM CONVERSION

Employees may elect to pay for qualifying insurance coverage(s) before taxes are deducted which lowers taxable income.

HEALTH SAVINGS ACCOUNTS (HSA)

An account you may contribute part of your income pre-taxed to save and spend (or get reimbursed) on eligible medical payments including prescriptions and deductibles. Only available with the selection of HealthChoice HDHP.

FLEXIBLE SPENDING ACCOUNTS (FSA)

An account you may contribute part of your income pre-taxed to save and spend (or get reimbursed) on eligible medical payments and/or dependent care, such as daycare. Available with several medical plans.

WELLNESS PROGRAM

Designed to promote the health and well-being of employees and their dependents. Participation is voluntary.

EMPLOYEE ASSISTANCE PROGRAM (EAP)

EAP provides free limited counseling to employees and their family members with medical, financial or personal issues.

VOLUNTARY PAYROLL DEDUCTIONS

Payroll deductions are available for a variety of insurance, financial institutions and associations.

HEALTH/DENTAL

Depending on geographic location, several plans may be available. The cost varies by provider. Coverage starts the 1st day of the following month of your start date.

LIFE

Basic life insurance of \$20,000 is required. Guaranteed issue supplemental life insurance is limited to 2 times the new employee's annual income rounded up to the nearest \$20,000. Any amount above this, even for new employees, requires a medical application.

DISABILITY

Short and Long-term coverage is provided when off work due to a qualifying event. The plan pays 60% of the employee's salary not to exceed the established plan maximum.

EMPLOYEE DISCOUNTS

State employees have a wide range of employee discounts to choose from.

PUBLIC SERVICE LOAN FORGIVENESS (PSLF)

The federal program that allows ELIGIBLE student loans forgiven after 10 years of payments for most government positions.

OPTIONAL INSURANCE

Vision
Additional employee life
Dependent life

LONGEVITY

Employees receive an annual longevity payment beginning 2 years after their start date based on the number of years of state service. (See chart below.)

Years of Cumulative Service	Annual Leave Accrual Rates/Year
0-5 years	15 Days
5-10 years	18 Days
10-20 years	20 Days
Over 20 years	25 Days

LONGEVITY PAYMENT**

Years of Service	Annual Payment
> 2 years but < 4 years	\$250.00
> 4 years but < 6 years	\$426.00
> 6 years but < 8 years	\$626.00
> 8 years but < 10 years	\$850.00
> 10 years but < 12 years	\$1,062.00
> 12 years but < 14 years	\$1,250.00
> 14 years but < 16 years	\$1,500.00
> 16 years but < 18 years	\$1,688.00
> 18 years but < 20 years	\$1,900.00
At Least 20 years*	\$2,000.00

*For each additional two years over 20 years, \$200 will be added to the \$2,000.00.

OKLAHOMA PATHFINDER RETIREMENT

You control your own path to retirement. Under this plan, members will choose a contribution rate which could be matched by SOK, up to 7%, and members will have the freedom to select and change their investments.

PATHFINDER CONTRIBUTIONS

401(a) Plan

- Employee mandatory (4.5%)
- Employer matching (6% or 7%)

457(b) Plan

- Employee voluntary (above 4.5%)

Pathfinder is a defined contribution retirement savings program composed of a 401(a) Plan for mandatory contributions and a 457(b) Plan for additional voluntary contributions. Your mandatory 401(a) Plan contribution is 4.5% of your pretax compensation, and your employer helps put you on a positive path to retirement by contributing a matching 6% of your pretax compensation. In addition, you can receive another 1% employer-matching contribution when you make a voluntary contribution of 2.5% to the 457(b) Plan.

EMPLOYEE CONTRIBUTION

Mandatory 4.5%	6.0%
Less than 7.0%	6.0%
7.0% or Above	7.0%

EMPLOYER MATCH

TOTAL CONTRIBUTION

10.5%
Up to 13.9%
14% +