



AMERICAN COMMUNITY SCHOOL OF ABU DHABI

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LOCAL HIRE BENEFITS 2024 - 2025	
SALARY	See salary scale (goes up 1 step each year). Maximum initial step placement for related teaching experience is step 10. An initial 2-year commitment is required.
INCENTIVE BONUS	17.5% of base salary for the first two years. 18.13% of base salary in subsequent years. This is paid in September of the following school year.
END OF SERVICE AND RETIREMENT SUPPLEMENT	<p>An annual, government required End of Service retirement amount, is banked on your behalf until your final year: this includes 21 days of pay for the first 5 years of service, and 30 days for each year thereafter. The total amount is paid out at the salary rate at the time of your departure.</p> <p>Additionally, ACS offers a retirement supplement that is paid out annually in June. This includes 39 days of pay for the first 2 years of service and increases to 45 days of pay for each year thereafter.</p>
LONG-TERM DISABILITY INSURANCE	ACS pays for a long-term disability insurance plan.
STAFF DEVELOPMENT	Provided according to annual budget provision and Superintendent's approval.
HOLIDAY LEAVE	Entitled to all school holidays and vacations.
CAR LOAN	ACS will provide a one time interest-free car loan of up to AED 24,000 to be repaid over up to 24-months.
SICK LEAVE	For the first year: 15 working days at full pay, 30 days at half pay, and 45 working days without pay. Each subsequent year, employee will receive an additional 15 working days at full pay which will be combined with unused full pay days from prior years and can be supplemented by half pay/unpaid days to the maximum total of 90 days.
BUSINESS/EMERGENCY LEAVE	Three days with pay per year, when authorized by the Superintendent (cannot be used for vacation or adjacent to school holidays). May accumulate unused leave in this category up to 7 working days if approved by Superintendent.
MATERNITY LEAVE	For birth or adoption: After one year of service, employee is entitled to 60 calendar days with full pay. Half pay is granted for employees of less



	than 1 year. Further leave without pay for up to 100 days will be granted upon a physician's recommendation
PATERNITY LEAVE	Up to 5 working days at full pay in the case of birth or adoption
COMPASSIONATE LEAVE	10 paid working days in cases of serious illness, injury, or death of an immediate family member (parent, spouse, brother, sister, or child). This leave will be granted only once per family member.
UNPAID LEAVE	Granted at the discretion of the Superintendent only for compelling reasons. The school board must approve any unpaid leave beyond 45 calendar days.

Remarks:

1. All salaries/payments are paid by direct transfer only, in local AED currency, into a UAE bank. Note: 3.67 AED equals 1 USD.
2. Salary is paid in 12 monthly installments from August to July (June and July are paid before the end of school in June). Salary is paid on the last working day of each month.
3. There are no local income taxes in the UAE.
4. Workdays are Monday to Friday. Fridays are half-days except on PD days.