

Holidays

- HR 68. Full-time regular employees receive thirteen paid holidays each year, to be designated by the parish. If a full-time regular employees work day does not fall on a recognized parish holiday they receive another day as that holiday.
- 68b. Part-time employees working less than full-time but more than twenty hours per work week, receive holiday pay for the portion of the holiday day they would have normally worked. If a holiday falls on a day that the part-time employee does not usually work, the employee does not receive that holiday as a paid holiday.
- HR 69. Parishes will typically observe holiday's on the date that is nationally recognized as the holiday. If however the date is on a weekend day the parish may observe the holiday on either the preceding Friday or following Monday. An annual schedule of holidays may be published by the parish.
- HR 70. Employees in non-exempt positions who are required to work on a holiday will be paid straight time pay for hours worked. Such employees will take another day off with pay to compensate for the worked holiday. This day off should be taken within ten working days before or after the holiday.

ARCHDIOCESE OF SEATTLE
Office of Human Resources

710 9th Avenue • Seattle, Washington 98104-2017
Tel. 206-382-4570 • Toll free 800-261-4749 • Fax 206-382-4267
HR@seattlearch.org