

Benefits at a Glance

Competitive Salaries

Paid Vacation

Paid Sick Leave

Extensive Insurance Options

- Health insurance
- Income continuation insurance
- Disability insurance
- Sick leave conversion credits to pay for health insurance at retirement

Pension Benefits

Education and Training

- Tuition reimbursement
- Training for skill enhancement and career development
- Upward mobility programs

Other Benefits

- Flexible work schedules
- Section 457 deferred compensation program
- Employee reimbursement accounts for medical, childcare and commuter expenses
- Convenient location (just off the beltline, on bus line, with available on-site parking)

What We Do

We are a service-oriented state agency dedicated to developing and delivering quality benefits and services to our customers while safeguarding the integrity of the public employee trust funds.

Equal Opportunity Employer

The Department of Employee Trust Funds does not discriminate on the basis of disability in the provision of programs, services, or employment. If you are speech, hearing, or visually impaired and need assistance, call the Wisconsin Relay Service at the numbers listed below. We will find another way to provide service to you.

Contact ETF

Department of Employee Trust Funds
Attn: Human Resources Office
P.O. Box 7931
Madison, WI 53707-7931

Street address: 801 W. Badger Road
Madison, WI 53713

Internet: <http://etf.wi.gov>
E-mail: etfjobs@etf.state.wi.us
Call Toll-Free: 1-877-533-5020
or in Madison 266-3285

Wisconsin Relay Service (for speech and hearing-impaired individuals):

7-1-1 or
1-800-947-3529 (English)
1-800-833-7813 (Español)

CAREER OPPORTUNITIES

State of Wisconsin



Department of Employee Trust Funds

Join Our Team!

*Help us carry out our mission
to develop and deliver
quality benefits and services!*

The Department of Employee Trust Funds at a Glance

Who We Are

The Department of Employee Trust Funds (ETF) is a dynamic, customer service-oriented state agency that administers pension and other fringe benefits for more than 540,000

Wisconsin Retirement System (WRS) members and 1,400 state and local government employers. WRS members include current and retired State of Wisconsin and University of Wisconsin employees, teachers, police officers, firefighters, and other employees working for counties, cities, and towns around the state.

With over 200 customer-focused, team-oriented employees, ETF is committed to providing quality service in a friendly atmosphere.

Find out why ETF is such a special place to work!



Permanent Career Opportunities Trust Funds Specialist

Provide professional, complex and detailed information, advice, and counseling to members about pension and insurance benefits by telephone, in writing, or in person.

Qualifications: Excellent written and oral communication skills, problem solving and analytical skills, math skills, human relations skills, and personal computer skills. Pension or annuity and benefit plan experience a plus.

How to apply:
Apply online at www.wisc.jobs.

Request materials by sending an e-mail to etfjobs@etf.state.wi.us or calling (608) 266-8585.

You may also access the job announcement from our Internet site at <http://etf.wi.gov>.



Trust Funds Assistant

Process and audit pension and other fringe benefit applications and reports. Compute benefits to ensure timely payments.

Qualifications: Written and oral communication skills; ability to read, comprehend and extract pertinent data from records; math skills and personal computer skills.

How to apply: The application process involves a multiple-choice exam that is given once or twice a year as needed. Send an e-mail to etfjobs@etf.state.wi.us to have your name added to the exam contact list.

Other Permanent Career Opportunities at ETF

- Accountant and Auditor
- Office Associate/Office Operations Associate
- Employee Benefit Plan Policy Advisor
- Financial Specialist
- Information Systems Staff
- Trust Funds Supervisor and Director
- Senior Managers

How to Apply for State Employment

Are you interested in improving the State of your career? Find out what thousands of dedicated employees have already discovered: interesting jobs, excellent benefits, and advancement opportunities.

You can build a career working for the State of Wisconsin in any field. The opportunities are endless. Improve the State of your career at www.wisc.jobs.

