



HOW DO I GET STARTED?

For more information on OJT or to recruit skilled workers, contact your **One-Stop Business Services Representative**.

You can find your Business Services Representative using our contact list available online by visiting

<http://jfs.ohio.gov/owd/Initiatives/Docs/OJTContacts.pdf>

or

send an e-mail requesting OJT information to

NEG@jfs.ohio.gov.

OJT Employer Comments:

“Thanks to On-the-Job training programs offered through state funding in Ohio, SPSI has changed its hiring practices for skilled positions within the company. On-the-Job training has provided SPSI the capabilities to train potential employees who lack the skill set needed in today’s demanding industry.”

— **Jerry Stethem, Executive Vice President and Chief Operating Officer, Scott Process Systems Inc.**

“This program has provided Republic the opportunity to expand our steelmaking operations in Canton, Ohio, by adding approximately 55 employees (previously dislocated workers) to our production units to date and training them in operating and maintenance jobs.”

— **Melisse Boyd, Director, Corporate Human Resources, Republic Engineered Products**

**Ted Strickland, Governor
State of Ohio**

JFS 08109 (12/2010)

Ohio | Department of
Job and Family Services

YOU HIRE, YOU TRAIN, WE PAY.

ON-THE-JOB TRAINING PROGRAM

OhioMeansJobs

This On-the-Job Training Program is funded by a U.S. Dept. of Labor National Emergency Grant administered by the Ohio Dept. of Job and Family Services in cooperation with Ohio’s local One-Stop Career Centers.

WHAT IS ON-THE-JOB TRAINING?

On-the-Job Training (OJT) is a federally funded program that helps employers hire and train job seekers for long-term employment.

This is an opportunity for an employer to work with the local One-Stop to recruit, pre-screen, and hire new employees, and to train them in the specific skills they will need to help your business thrive.

The employer is reimbursed for the costs of training, and the decision to expand employment will boost the economy by creating opportunity.

A representative from your local One-Stop will assist you with identifying eligible job seekers, setting up a training plan, and completing the minimal paperwork needed to get started.

Benefits to Employers

- Increased productivity
- Higher worker retention rates
- Reimbursement of training costs
- Training tailored to employer needs

Key Features of the OJT Program

- \$3.8 million available statewide
- Reimbursement of up to 50% of trainee wages during training period
- Minimal paperwork; easy process
- Not limited to specific job types

We look forward to helping you build the workforce you need using OJT!

On-the-Job Training Requirements

- Each job seeker must be assessed and found eligible and suitable by the local One-Stop Career Center before being hired.
- The employer commits to hire and retain the job seeker if the job seeker completes a satisfactory training period.
- Employers will be reimbursed a percentage of the trainee's regular wages during the training period, not to exceed \$8,000.
- The length of the training period will be based on the trainee's current aptitude compared with skills needed to perform the job, not to exceed six months.
- Employers must offer the same treatment and compensation for workers in OJT as workers in the same or similar positions.
- Employers must not have laid off workers from the same or similar positions, and may not use OJT to displace current workers or reduce their hours, wages or benefits.

