

# STANISLAUS COUNTY WORKFORCE DEVELOPMENT BUSINESS SERVICES

## On-the-Job Training (OJT) Program - FAQs

OJTs provide reimbursements to employers to help with the extraordinary costs associated with skills training for new hired employees. OJT training can assist employers who are looking to expand their businesses and/or who need additional staff trained with specialized skills. OJT employers may receive up to 75% of the wage rate of OJT trainees to help defray personnel training costs.

### What's in it for your company?

1. This is a great opportunity to hire employees that are eager to learn new skills, up-skill your workforce, and train your way.
2. We will refer pre-screened applicants.
3. Funds to offset the extraordinary training costs associated with a new employee.
4. Prompt payments with minimal paperwork.
5. Dedicated staff to assist you through all phases of the OJT.

### How long can we receive the reimbursement?

- The reimbursement period is based upon the complexity of the training to be provided and the skills the new employee brings to the job.

### Are there any restrictions? Yes, position must be considered in demand by SCWD.

- You cannot use OJT funded trainees to replace employees laid off within the last six months.
- You must agree to hire OJT trainee(s) as new permanent employee(s).
- The trainee must be Stanislaus County resident or recently employed in Stanislaus County.
- The trainee must work a minimum of 29 hours per week.
- The rate of pay and benefits must be commensurate with what you pay others doing similar work.

### Can we rehire one of our previously released (laid off) employees?

- You can re-hire a previous employee, but it must be for a different position that requires additional training.
- The trainee must meet eligibility requirements.

### Who selects the OJT trainee(s)?

- You do. Stanislaus County Workforce Development will identify applicant(s) who meet your criteria and refer them to your company. You make the hiring decision.

### What if we already have someone in mind?

- If you have already selected a candidate AND the candidate is approved by OJT staff as eligible, we can move forward with the OJT.

### When can the employee start?

- It takes about 10 business days to develop the agreement and establish a training plan depending on employer/ employee response time. The agreement must be in place before the employee's first day of work.

### How do we get started?

- Call Stanislaus County Workforce Development at (209) 558-HIRE or send an email to: [business@stanworkforce.com](mailto:business@stanworkforce.com) and let us know you would like to hire using the OJT program.



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