



# You Hire, You Train, We PAY

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

is a federally funded program that helps employers hire and train laid-off workers for full-time, long term employment.

Through OJT programs, employers like you may be reimbursed up to 50 percent of the wages earned by eligible new trainees while they learn the job. This funding compensates you for training workers in skills they need to help your business thrive.

- HANDS-ON TRAINING DONE YOUR WAY
- AN INVESTMENT IN YOUR COMPANY
- FAST TURN-AROUND, MINIMAL PAPERWORK

An OJT agreement must be developed before new employees are hired. Funding is available on a first-come, first-served basis. Total reimbursement cannot exceed \$8,000, and the length of the training period cannot exceed six months.

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

*Melissa Boyd, Director, Corporate Human Resources,  
Republic Engineered Products*

## Employer Requirements

If you can answer “Yes” to these questions, you may be eligible for OJT reimbursement:

- Will the new employee need training to succeed on the job?
- Will you directly hire the employee?
- Will you retain the trainee if he/she is successful?
- Will you have an OJT agreement in place prior to hiring the employee?

**NOTE:** All OJT employee candidates must be assessed and found eligible and suitable for the position. Your local One-Stop Center can send you eligible candidates.

### Next Step:

To find out more about the program, contact your regional Workforce Specialist at:

<http://jfs.ohio.gov/owd/Initiatives/Docs/Workforce-Specialists.stm>

*“Thanks to the on-the-job training programs offered through state funding. SPSI has changed its hiring practices for skilled positions within the company. OJT 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.*