



On-The-Job Training Saves You Money

- Gain qualified, enthusiastic workers. CT Works Career Center staff refers eligible people for you to interview. You make the final decisions about selection of the person hired.
- Save money on the cost of training new workers. Once the OJT contract is signed and the selected person is certified as eligible by us, that person is placed on your payroll and training begins. You receive reimbursement as specified in the contract.
- Training takes place in your establishment using your trainers, equipment and training techniques. Our professionals help you design a realistic training plan for each job, based on complexity of skills and length of training.
- The CT Works staff can conduct eligibility screening on any individual you are considering for employment, prior to you hiring the individual.
- Contact CT Works Career Center about filling the openings you currently have available. Starting hourly wage for On the Job Training must be at least \$12.00 an hour.

On-the-Job Special

Companies with 50 employees and less can receive 90% of a new employee's salary during the training period, from 51 to 250 employees can receive up to 75% and companies with over 250 can receive 50%.

How It Works

Workforce Alliance can reimburse qualified employers up to 90% of the wages paid to workers being trained on-the-job, helping to offset training costs. We support theoretical instruction, certification of licensing-ready employees, or even the development of training standards. We encourage the success of every trainee by tracking the candidate's progress during and after the training period.

On the Job training (OJT) assists eligible individuals in obtaining private sector employment. Candidates are screened and assessed for basic skills, aptitudes and interests before referral to potential OJT employers. Trainees are permanent employees of the employer and continue to be so after the OJT contract is completed.

Example: \$12.00 per hour
 350 hours of training needed
 $\$12.00 \times 90\% = \$10.80 \times 350 = \$3,780$ = the reimbursement to the employer

To learn more about on-the-job training and what it can mean for your business, contact your CTWorks Business Services Specialist, who will guide you through the process.

New Haven: (203) 624-1493; Hamden: (203) 859-3200; Meriden: (203) 238-3688;
Middletown: (860) 754-5030.