

# ON-THE-JOB TRAINING (OJT)

Incentive for Businesses to  
Hire and Train Workers

## What is On-the-Job Training (OJT)?

OJT program helps job seekers re-enter the workforce and gives businesses an incentive to hire and train them in full-time, skilled occupations. The OJT program matches businesses with qualified job seekers who are eager to work, but need the specialized training only an employer can supply. In exchange, Monterey County Workforce Development Board agrees to reimburse the business for a portion of their wages to cover part of their training expenses. The MCWDB repays the business up to 50% of the trainee's starting wage for a set period while the trainee masters the required skill.

## How can employers get involved with an OJT Program?

In general, an OJT program will require that a business:

- ◆ Have a physical location in Monterey County
- ◆ Commit to hiring Monterey County residents
- ◆ Keep workers on the payroll for at least one year after they complete the OJT
- ◆ Offer positions in full time employment (32 hours a week)
- ◆ Provide wages of at least \$14/hour or minimum \$11.00 for the position (excluding commission, tips, or bonuses toward base salary)
- ◆ Complete training in 6 months or less

## How to Apply for the OJT Program

To apply for the OJT program, businesses can call 831.796.3387 and speak to a Business Services Representative or email [bsr-team@co.monterey.ca.us](mailto:bsr-team@co.monterey.ca.us).

### Benefits to Employers:

- ◆ Free screening, assessment and applicant referral
- ◆ You decide who to hire
- ◆ You determine job performance standards
- ◆ Partial wage reimbursement during the training period
- ◆ Customized training, your way
- ◆ Simple Process, minimal paperwork
- ◆ OJT programs can be developed for most skilled and semi-skilled jobs

### Benefits to Employees:

- ◆ Skills attainment
- ◆ Earn as they learn
- ◆ Job coaching
- ◆ Employment