

## On-the-Job Training

On-the-Job Training (OJT) is training by an employer that is provided to a paid participant while engaged in productive work in a job that:

- provides knowledge or skills essential to the full and adequate performance of the occupation
- provides reimbursement to the employer for the costs of providing the training and additional supervision related to the training
- is limited in duration as appropriate to the occupation for which the participant is being trained

### Employer Requirements:

- Be operating in Lorain County, or employing a Lorain County resident
- Current on all state and federal obligations (e.g. tax liabilities, licensure requirements, etc....)
- Have appropriate Workers Compensation insurance in place for all trainees
- Trainees shall be provided pay, benefits and working conditions at the same level and to the same extent as other employees similarly employed
- Commitment to retaining individual in full-time employment upon completion of the OJT

### Employee Eligibility:

- Must meet eligibility for Adult or Dislocated Worker program
- Be 18 years old or older and legally authorized to work in the U.S.
- Be properly registered for the Selective Service (for males 18 years of age or older born after January 1, 1960)

### Program Details:

- Maximum training period six (6) months
- OJT funds capped out at \$10,000 per eligible trainee
- Contract determined by multiplying number of training hours by hourly wage at 50%
  - Example: 1000 hours of training \* \$15.00/hour = \$15,000.00 \* 50% = \$7,500.00 OJT Contract
- First half of agreed contract payable upon completion of training
- Second half of agreed contract payable after 90 additional days of continued employment after completion of training

*For more information on OJT, or to see if your business may benefit contact:*

**Chris Durkin (440) 284-1815 – [cdurkin@loraincounty.us](mailto:cdurkin@loraincounty.us) or**

**Eddie Hawkins (440) 284-4228 - [Donald.Hawkins@jfs.ohio.gov](mailto:Donald.Hawkins@jfs.ohio.gov)**

**Funding provided by the Lorain County Board of Commissioners and  
the Lorain County Workforce Development Board**