



Customized Occupational Skills Training for New Hires

SkillSource can arrange for customized training of new employees hired through its centers. If an employer agrees to hire an eligible job seeker, the center may pay for the approved cost of occupational skills training on behalf of the employer.

Training is designed to meet the employer's specific hiring needs and job requirements

Types of Training Provided

Training can be arranged for a wide range of occupations that include clerical/administrative support, medical assistants, medical coders, paralegals, dental assistants, certified nursing assistants, computer networking specialists and programmers, help desk technicians, construction workers and many, many more.

Customized training differs from On-the-Job Training (OJT) in that it is generally delivered in a classroom setting before or after normal work hours. Training may also occur prior to the official start date of the new employee. Customized training must be requested, approved and arranged prior to the start of employment.

Training Providers

SkillSource Centers can assist an employer with selecting an appropriate trainer from its certified vendor list. **SkillSource** does not conduct the customized training but instead contracts it to a variety of certified training vendors that include the public school system, Northern Virginia Community College, George Mason University and a host of private trainers who provide specialized training in a number of areas. Spending caps do exist and your **SkillSource** representative can provide you with additional information.

Training Highlights

- No-cost training to provide new or enhanced skills to eligible new employees
- Increases the new employee's job performance and satisfaction
- Employers select the trainer of their choice from a certified list
- Choose from a wide range of training that matches an employer's hiring needs

For additional information, contact **James Do at (703) 533-5471 or james.do@fairfaxcounty.gov**.