

# On-The-Job Training

## On-The-Job Training Subsidies for Newly Hired Employees

Employers can substantially lower their training cost for newly hired employees by taking advantage of On-The-Job Training (OJT) wage subsidies. These wage subsidies can be used in a number of regional industry clusters (see chart below) and can support up to 50% of a new worker's wages for up to 3 months.

*Wage subsidies support regional employers in hiring and training local workers*

The benefits of using OJT subsidies include:

- New employees earn wages while they learn new skills.
- Employers substantially lower their training costs.
- Reimbursement for wages is timely, based on a pre-approved OJT agreement.
- Employers train employees "their way" to assure maximum performance.

After the OJT subsidy period, it is expected that employers will retain workers in permanent employment. New employees must qualify for OJT subsidy services prior to beginning employment. A *SkillSource* center representative can assist you with employees' eligibility for OJT subsidies and the training agreement approval process.

### On-The-Job Training Wage Subsidies Authorization Options (As of December 2003)

Regional Industry Cluster	Total OJT Contract Term	Median Regional Hourly Wage	Minimum* Hourly Wage Subsidized	Maximum Hourly OJT Wage Subsidized Rate
Retail	3 months	\$10.19/hr.	\$9.00/ hr.	\$4.50/hr.
Construction	3 months	\$15.15/hr.	\$11.50/hr.	\$5.75/hr.
Business Services/ Admin. Support	2 months	\$13.37/hr.	\$10.00/hr.	\$5.00/hr.
Health Care	3 months	\$10.25/hr.	\$9.00/hr.	\$4.50/hr.
Information Technology	2 months	\$27.61/hr.	\$20.00/hr.	\$10.00/hr.

*\* OJT agreements may be initiated with an employer at an hourly subsidized wage rate level lower than the authorized level with specific written approval.*

For additional information on OJT subsidies, please contact James Do at (703) 533-5471 or at [james.do@fairfaxcounty.gov](mailto:james.do@fairfaxcounty.gov).