

ON-THE-JOB TRAINING

FOR EMPLOYEES AND EMPLOYERS



FOR EMPLOYERS

ON-THE-JOB TRAINING (OJT) is a subsidized work-based learning opportunity designed to assist New Jersey employers in developing the workforce they need to perform a job the way the employer needs it done. OJT has a proven track record of meeting the needs of both employers and jobseekers. Eligible workers are hired by a private or public employer and receive training that provides both the knowledge and skills essential to perform well in a position. Employers are subsidized at a rate of 50% of straight time wages during an approved training period. If participants make satisfactory progress during the training period, they are retained by the employer as regular employees at the conclusion of the contract.



The On-the-Job Training (OJT) program encourages employers to hire new workers by assisting them with the costs of training. Participants get a paid job, training, and an opportunity to learn a new skill, while the employer receives reimbursement for part of the participant's salary. There are multiple OJT programs that an employer may qualify for when seeking eligibility for a new hire. Keep in mind, the foundation for all OJT's is that they help bridge a skills gap for the employee.

To Participate:

- All contracts must be approved prior to the new hire starting
- New hire must be a NJ resident, not a rehire or related to the employer
- You must be a W2 employer offering a permanent full-time opportunity
- Have an open job lead posted with NJDOL
- Have an approved training plan to bridge identifiable skills gap that doesn't include traditional new hire onboarding
- Pay at least \$1 over the state minimum wage

*Jobs must be full-time (at least 32 hours per week), long-term employment. Depending on the complexity of skills to be learned, the OJT contract period will range from 4 to 26 weeks.



Benefits for Businesses

- Wage reimbursement to help defray the costs of training
- Up to 50% of your new employees' gross wages for the first six months
- May receive wage subsidy up to \$10,000 per employee
- Experienced OJT contract writers will assist you in the selection of qualified candidates and with the application process

Free Job Postings

All of your current job openings can be posted for free to the National Labor Exchange, NJ Employer Access (NLx)* network.

* All employers utilizing our services and programs are required to post job openings to NLX. To create a free account, go to: newjersey.usnlx.com. You will need your FEIN number to set up this account. If you have technical questions regarding your account, please email employersupport@dol.nj.gov or call 877-682-6238 (in NJ) or 609-292-8581 (direct).

FOR EMPLOYEES

ON-THE-JOB TRAINING (OJT) is a subsidized opportunity designed to assist eligible New Jersey jobseekers obtain training that leads to employment. OJT has a proven track record of meeting the needs of both jobseekers and employers. Eligible workers are hired by a private or public employer and receive training that provides both the knowledge and skills essential to perform well in a position. If participants make satisfactory progress during the training period, they are retained by the employer as regular employees.



Benefits for Job Seekers

- Earn a paycheck while you learn on the job
- Training will bridge the skills gap needed to be proficient in your job performance
- Employer will be reimbursed over the period of time needed to train you
- The OJT Program can offer you a more competitive advantage if you require training for a skill the employer needs
- If you have identifiable skill gaps, the program is intended to assist you

Check with a member of our team today to see if our OJT program is right for you.



NJ.GOV/LABOR/BUSINESS