

# TRAINING NEW HIRES CAN BE COSTLY

## WITH OUR ON-THE-JOB TRAINING PROGRAMS YOU CAN SAVE TIME & MONEY ON YOUR HIRING/TRAINING COSTS

### Reimbursement Equivalent to Training Costs

The On-the-Job Training (OJT) program enables businesses to hire qualified employees and receive a reimbursement for a portion of that employee's wages during the training agreement that is equivalent to their training costs.

### You are the Boss

You decide who to hire, then train your employee to perform their job according to your specifications. Trainees are your employees and are subject to the same rules and policies as your other employees. You are not required to keep a trainee whose job performance is unsatisfactory.

### Big Savings

We will reimburse you a percentage of each new employee's hourly wages during the training agreement. The *On-the-Job Training* period may vary according to the complexity of the job and the skills of the trainee. The length of the contract may range from 160 to 480 hours.



### A Winning Partnership

By utilizing our On-the-Job Training program, we will not interfere with your work schedule and will make it easy for you to hire the people you need. Our representatives will prepare a contract from your job description. We gather the paperwork, get your approval, and then your new trainee starts to work. Reimbursement will be based on your accurate payroll and attendance records. Payroll records must be submitted promptly after the 5 days from end of the contract. A monitor from our office will periodically visit to ensure the trainee's progress and will deliver a certificate of completion at the end date of the OJT agreement.

Please contact the OJT Business Specialist for more details on how you can take advantage of this valuable business tool.



# 325-HIRE

1.800.203.2623 • TDD 661.635.2629

[www.americasjobcenterofkern.com](http://www.americasjobcenterofkern.com)

### America's Job Center Comprehensive One-Stops

1600 E. Belle Terrace  
Bakersfield, CA 93307  
661.325.HIRE • Fax 661.635.2768

1816 Cecil Avenue  
Delano, CA 93215  
661.721.5800 • Fax 661.721.5850

540 Perdew Avenue, Suite B2  
Ridgecrest, CA 93555  
760.384.5995 • Fax 760.446.0732

### Kern County Affiliate Sites

Back-to-Work/Business Center  
1405 Commercial Way, Ste. 120  
Bakersfield, CA 93309  
661.325.HIRE • Fax 661.322.1034

EPIC @ The Beale Memorial Library  
701 Truxtun Avenue, 2<sup>nd</sup> Floor  
Bakersfield, CA 93301  
661.868.0820

1129 Olive Drive, Suite H  
Bakersfield, CA 93308  
661.336.6700 • Fax 661.393.8724

5540 Lake Isabella Blvd., Suite E-3  
Lake Isabella, CA 93240  
760.379.2074 • Fax 760.379.4746

### Inyo County Affiliate Site

920 N. Main Street  
Bishop, CA 93514  
760.872.1394 • Fax 760.872.4950

### Mono County Affiliate Sites

1290 Tavern Road  
Mammoth Lakes, CA 93546  
760.924.1770 • Fax 760.924.5431

107384 Highway 395  
Walker, CA 96107  
530.495.1262 • Fax 530.495.1483