



## How Does OJT Reimbursement Work?

Suppose that you operate an auto repair business (less than 100 employees) and need to hire a technician that you plan to train in your shop. Your beginning wage offer is \$15.00/hour. Your candidate will need 400 hours of training on the job. Your reimbursement rate under an OJT Contract will be 75% of the trainee's wages earned during their training period.

For example:

$\$15.00/hr \times 75\% \text{ reimbursement} = \$11.25$

$\$11.25 \text{ reimbursement} \times 400 \text{ hrs} = \$4,500$

*(Your OJT reimbursement amount)*

Your training costs have been reduced from \$6,000 to \$1,500—a savings that goes directly to your bottom line!



Get on the path to saving training dollars and finding quality job candidates. It is just ahead—at your nearest Workforce Center



### SC Works Pee Dee Centers

- Bennettville**  
1120 Oakwood St., Bennettville, SC 29512
- Cheraw**  
318 Front St., Cheraw, SC 29520
- Dillon**  
2204 Highway 301 South, Dillon, SC 29536
- Hartsville**  
437 W. Carolina Ave. Bldg 1 2nd Floor, Hartsville, SC 29550
- Florence**  
1558 W. Evans Street, Florence, SC 29501
- Marion**  
2413 E. Hwy 76, Marion, SC 29571

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[www.scworkspeedee.org](http://www.scworkspeedee.org)  
[www.scworks.org](http://www.scworks.org)

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For program funding details in compliance with the Stevens Amendment, please visit:  
[https://scworkspeedee.org/workforce\\_board/stevens\\_amendment.php](https://scworkspeedee.org/workforce_board/stevens_amendment.php)



The WIOA Title-1 financially assisted program is an equal opportunity employer / program. Auxiliary aids and services are available upon request to individuals with disabilities.



**SC WORKS**  
PEE DEE

**ON-THE-JOB TRAINING (OJT)**



## THE PATH TO SAVINGS IN TRAINING

### OJT

### *On-the-Job Training*

On-the-Job Training activities allow eligible participants who are otherwise “job ready”, to learn skills for a specific occupation through demonstration and practice under actual working conditions. The training occurs while the participants are engaged in full-time productive employment as a directly hired employee.

Employers with greater than 100 employees at an individual site may qualify for reimbursement up to fifty percent (50%) of the participant’s wages for the length of the job’s training period. Employers with less than 100 employees may qualify for up to seventy-five percent (75%) of the participant’s wages for the length of the job’s training period.

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### *Employer Benefits*

- **Gain Qualified Workers**
  - ◊ The SC Works staff refers eligible candidates to you for interviewing. You make the final decision about selection and job fit.
- **Save on Training Costs**
  - ◊ Up to seventy-five percent (75%) of the employee’s training wages are reimbursed back to you.
- **Teach the Necessary Skills**
  - ◊ Training takes place at your worksite, so you are in control.
- **Let Us do the Work**
  - ◊ The SC Works staff can conduct eligibility screening for you based on your criteria. The staff can also schedule interviews for you.

Contact your local SC Works Center to learn more about OJT. A Business Services Team Member will set up an appointment to visit your business and discuss the OJT Process.

**DEVELOPING A STRONGER WORKFORCE FOR YOU**

- *Quality job candidates*
  - *Reduced Training costs*
  - *No recruiting costs*
- Call your local Workforce Center or visit our website at [www.scworkspeedee.org](http://www.scworkspeedee.org) today.*

### How do you Identify people who Qualify for OJT?

1. We can directly refer an OJT qualified candidate to you.
2. You can inform us of a candidate you want to hire or promote within your organization. We will ask a few questions to see if they qualify. If we think they will qualify, we will have them provide the needed documentation to get them approved before their planned start date.

## YOUR NEXT STEP

