On-the-Job Training

can save you

Time

Money

and

Effort

Join the partnership which finds and trains good workers.

VERMONT
VERMONT DEPARTMENT OF LABOR

OJT Program

The Vermont Department of Labor's (VDOL) On-the-Job Training program helps you defray some of the costs associated with hiring and training new workers while providing trainees with the most practical learning experience. The program operates on the proven premise that you, the employer, provide the best training.

Advantages To You As An Employer

- No cost access to a carefully screened pool of available, job ready employees.
- You set the qualifications, interview and select the individual.
- You are reimbursed for costs which exceed your customary training costs for new employees.
- The reimbursement can equal up to 50% of the employee's wages depending upon the training required.
- As a partner, VDOL will work with you to follow the progress of the employee during the training period.

How It Works

- A contract is prepared by VDOL staff, and signed by you, prior to the training start date.
- You help design the training.
- The duration of the training depends upon the skill level of the job. The trainee is expected to work a minimum of 30 hours per week. Training is expected to bring the trainee to an entry level stage.
- You retain all customary employer rights.
- Employees meet your job standards because YOU train them on YOUR equipment.

Eligible Employers

- Eligibility is simple and quickly determined. Contact your local VDOL Resource Center for details.

Additional Training

- VDOL can arrange classroom training to complement the OJT. We work cooperatively with your area technical centers, Community College of Vermont and other educational institutions.

For more information about the On-the-Job Training program or other services the ***Vermont Department of Labor*** provides to employers, please contact your local VDOL Resource Center.

Barre	**5 Perry Street**	**476-2600**	**Newport**	**100 Main Street**	**334-6545**
Bennington	**150 Veterans Mem. Dr.**	**442-6376**	**Rutland**	**200 Asa Bloomer Bldg.**	**786-5837**
Brattleboro	**232 Main Street**	**254-4555**	**St. Albans**	**20 Houghton Street**	**524-6585**
Burlington	**63 Pearl Street**	**863-7676**	**St. Johnsbury**	**1197 Main Street**	**748-3177**
Middlebury	**1590 Route 7, South**	**388-4921**	**Springfield**	**56 Main Street**	**885-2167**
Morrisville	**63 Professional Drive**	**888-4545**	**White River Jct.**	**220 Holiday Drive**	**295-8805**

Equal Opportunity is the Law - The State of Vermont is an Equal Opportunity/Affirmative Action Employer. Applications from women, individuals with disabilities, and people from diverse cultural backgrounds are encouraged. Auxiliary aids and services are available upon request to individuals with disabilities. 711 (TTY/Relay Service) or 802-828-4203 TDD (Vermont Department of Labor). Interpretative services are available for limited English proficiency customers. For more information please visit: http://www.dol.gov/oasam/programs/crc/ISpeakCards.pdf