



Q: What is the On-the-Job Training program?

A: An On-the-job Training or OJT offers employers reimbursements to offset costs associated with skills training and loss of production hours in onboarding new employees. OJT is very beneficial to employers who want to expand their businesses. Employers that enroll in OJT can be reimbursed up to 50% of the wage rate of the trainee during the specified training period.

Q: Why should my company consider an OJT?

A: Not only will you receive monetary support toward training applicants, but you ultimately also call the shots on who to hire. The Marin Employment Connection's Business Services can provide pre-screened candidates or work with your hiring team and their selected candidates.

Q: What if an employer has already selected someone for OJT training?

A: If an employer has already selected someone and that person meets eligibility requirements, Business Services can set up an OJT with the employer's candidate.

Q: What are the restrictions?

A: Businesses cannot use OJT funded trainees or employees to replace employees laid off from their positions within six months prior to the date of application. Employers must also agree to hire all OJT trainees as regular, full-time employees. Wages and benefits must also be commensurate with what you pay others doing similar work.

Q: How do we get an OJT started?

A: A standard OJT proposal is drafted with your company. The proposal will contain all the terms and requirements for both Business Services and your company. With this proposal in place, we will start to identify and screen candidates for your company's position(s).

Q: How long does the OJT approval process take?

A: Generally, the process takes 10 working days. Business Services will draft a proposal that effectively meets the needs of all participating entities. The individual can be hired effective the date of the award letter.

Q: Who should I contact regarding starting an OJT?

A: Business Services Representative and Caran Cuneo, SPHR (415) 473-3309 or via email at CCuneo@marincounty.org. To receive updates on all things Business Services, also join our mailing list at: bizservices@marinemployment.org.