

Need Good Workers?

Let us help your business save money while workers get the training they need to succeed.

Cost Savings

Get reimbursed for a portion of the wages of workers hired through this program. (up to 1,040 hours)

Skilled Employees

Connect with workers who possess a variety of skill sets from prior employment, education and proven work ethic.

No Paperwork

Let us do the paperwork! We match your business needs with a qualified new hire and provide ongoing guidance and support until the training is complete.

Contact your local workforce coordinator for a consultation and let us save you time and money with

On-the-Job Training.

**For more information contact
your local ATAP
Work Services Provider**



Governor Mike Dunleavy
Commissioner Adam Crum

Division of Public Assistance
<https://health.alaska.gov/dpa>
WSTA@alaska.gov

On The Job Training



***For
Employers***

ELIGIBLE EMPLOYERS:

- ⇒ Private sector businesses
- ⇒ Non-profit organizations
- ⇒ Non-government employers

The employer must have a Federal Employer Identification Number (FEIN) and a current Alaska business license.

(School districts, local governments and tribal government entities are not eligible to participate.)

On-the-Job Training reimburses an employer for a portion of the cost of training a Temporary Assistance client:

- The OJT reimbursement is based on a negotiated percentage of the gross wage for the participant.
- The payment is not a set fee, but a reimbursement based on the gross wage paid to the client for the pay period.
- Employers are not reimbursed for all wages and other wage costs, such as payroll taxes or Workers' Compensation.

- Employers submit a copy of the client's pay slip to document the gross wages paid to the client.
- **Employers are not reimbursed for overtime or holiday pay.**

Duration of contracts and hours of employment:

- The duration of initial OJT contracts cannot be less than 12 weeks nor more than 26 weeks (six months or 1040 training hours).
- Full-time employees must work a minimum of 35 hours per week, but not more than 40 hours per week.
- Part-time employees must work a minimum of 20 hours per week.

Terms and conditions of employment:

- Provide the employee with training as described in the Worksite Agreement to the degree necessary for the participant to perform their duties. Provide both job skills and positive workplace behavior training.

- Agree to make a good faith effort to retain the employee at the end of the OJT contract.
- The working conditions, wages, and required federal and state benefits in OJT positions must be equal to those provided to a regular employee employed a similar length of time and doing the same type of work.
- A Temporary Assistance participant employed in an OJT position is to be considered a regular employee.

Other rules and regulations may apply to the Worksite Agreement.

Employers – get more efficient recruiting, more targeted training, and assistance with training expenses. Our specialists are here to help you!