



ON-THE-JOB TRAINING

On-the-Job Training allows an employer to hire an individual who would not be qualified without additional skill training. The employer hires the individual first and then trains for the skills needed to perform the job at entry level.

WorkSource pays the employer a partial wage reimbursement for an agreed-upon period of time, and the employer agrees to retain the worker after the contract ends, provided the individual has performed successfully.

The trainee is an employee of the company. The wage reimbursement, up to 50%, is considered to be compensation to the employer for the extraordinary costs associated with training the individual to the level comparable to an entry-level employee.

The trainee, as a regular employee, receives wages and benefits at the same level as similarly employed workers.

The maximum training time for an On-the-Job Training is six months. Many On-the-Job Training are of shorter duration. The duration of the reimbursement period is based on the complexity of the skills to be learned and the skill level of the trainee.

For more information, contact:

**San Juan Career
Center**

540 Guard St. #210
Friday Harbor, WA
98250
Phone:
(360) 378-4662

**WorkSource
Skagit**

2005 E. College Way
Mount Vernon, WA
98273
Phone:
(360) 416-3600

**WorkSource
Whatcom**

101 Prospect Street,
Bellingham, WA
98225
Phone:
(360) 676-3254

**WorkSource
Whidbey**

31975 SR 20, # 3
Oak Harbor, WA
98277
Phone:
(360) 675-5966

Equal Employment/Opportunity Program
Auxiliary aides and services available upon request to individuals with disabilities
TDD 1-800-833-6388