

On the Job Training

Solutions for Business and Industry

Trainee On-the-Job Training

On-the-job training refers to training provided by an employer to a trainee.

Counselors are able to assist your company by creating your own applicant pool. We assess your needs and get an understanding of the job. IVRS will assume all liability (work comp issues) as well as reimburse the trainee for their time. This allows you to try out and train the employee at no cost to you.

- There is no employer-employee relationship during the training period.
- The Trainee is paid a stipend by IVRS.
- There must be a Training Agreement that spells out the responsibilities of all involved, the equipment needed, etc., and identifies when the stipend would actually begin. Embedded in the training agreement is the actual training plan.

Employee On-the-Job Training

IVRS often assists an employer in training a new hire using on-the-job training. IVRS reimburses the employer a percentage of the new hire's wages to offset the cost of training. A significant benefit to this option is that during the training period, the employer is not liable for unemployment tax.

- The new employee will begin on your payroll and be covered by Workers' Compensation.
- You will be reimbursed a percentage of the training wage, for a qualified candidate referred by IVRS.

How OJT Works

1. Contact your local IVRS office and discuss the position you have available.
2. The Consultant will review your needs, offer qualified candidates, and develop a training plan with you before the new candidate starts working/ training.
3. The Consultant will assist you with any questions you may have and provide technical assistance during training, as well as any follow-up services you may need.
4. When the training is completed you will have a competent employee to benefit your bottom line.

What is the Benefit to the Business?

The primary benefit is to assist in developing a labor pool of individuals with specific skill sets.

The trainees who successfully complete the program are determined to have the competencies necessary to enter the job market.

The training business may choose to hire a Trainee when they complete training but there is no guarantee of employment.

The business receives the no-cost consultative services of the IVRS staff to assist with the training plan and to resolve any disability-related issues.

We address your success through solutions for employment needs.

We deliver:

- Qualified Candidates
- Reduced Risks and Costs
- Consultation Services

The Vocational Rehabilitation program in Iowa is funded with 78.7% federal funds in the amount of \$25,489,250 for 2016. No non-governmental funds are used to finance this program.

A proud partner of the American Job Center Network.

Iowa Vocational Rehabilitation Services

Finding Solutions, Generating Success

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www.ivrs.iowa.gov