Missouri Job Centers offer **On-the-Job Training (OJT)** to help your business save hiring and training cost for new hires.

**The OJT Program Provides . . .**

- **Cost Savings:** up to 50% reimbursement of the wages of workers hired through this program for On-the-Job Training.
- **Excellent Employees:** Workers that possess a proven work ethic with valuable skills gained from prior employment and education/training.
- **Convenience:** Ongoing guidance and support from our staff, with minimal paperwork.

**Your Business Can Participate If:**

- OJT position is permanent and full-time
- Your business participates in E-Verify. You can learn more about E-Verify at: [http://www.uscis.gov/e-verify](http://www.uscis.gov/e-verify)
- Contact us to learn more about how your business can participate!

**For More Information Contact:**

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<th>Missouri Job Center:</th>
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**OJT Program Steps**

1. Contact your nearest Missouri Job Center to confirm your eligibility.
2. Identify potential candidates who are: referred through a Job Center or are reverse-referred by you to a Job Center.
3. Develop, complete and sign the training agreement prior to the start date of the OJT employee.

For additional information about Missouri Division of Workforce Development services, contact a Missouri Job Center near you. Locations and additional information are available at jobs.mo.gov or (888) 728-JOBS (5627). Missouri Division of Workforce Development is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri TTY Users can call (800) 735-2966 or dial 7-1-1.