

Goals For On-the Job Training

The goal of Charleston County RoadWise On-the-Job Training Program (CC RoadWise OJT Program) are as follows:

- a. To offer equal opportunity for the training and upgrading of minorities, women, and traditionally socially and economically disadvantaged persons toward journey-level status in the construction trades.
- b. To provide job opportunities for the traditionally under or un-employed individuals (minorities, women, etc.) in the transportation infrastructure field in Charleston County.
- c. To provide a training program that contractors may utilize for meeting their requirement to have an approved, active training program that is administered in an equal opportunity manner.

If CC RoadWise makes any changes to this training program, CC RoadWise will notify the contractor of the changes and of the time schedule for the implementation of those changes.

To fulfill this contract requirement, the contractor must make every effort to enroll minorities, women, and disadvantaged persons by recruitment through public and private sources. Contractors may, in some situations, choose to upgrade current employees in the protected classes through enrollment into the OJT Program. Each training program will be designed to provide as much meaningful training as is possible during the life of the contract. In addition to providing training, the contractor will make an effort to retain the trainee after successful completion of training hours.

The contractor should read this *On-The-Job Training Program Manual* and begin recruitment after the project award before starting work on the project. The classification chosen should be one that meets the project needs and which will allow the trainee (s) to work, as a minimum, the required number of hours needed to fulfill the contract requirement. **The contractor is expected to begin the recruitment process well before the start of the project.**

Since we keep a current database of eligible and interested applicants, our office can help with the recruiting process. Please remember that if recruitment does not begin early, the contractor may find it difficult to complete the training requirement and be cited for non-compliance.

Questions or Concerns?

Margaret H. Rush
DBE/OJT Program Coordinator
Charleston County RoadWise
4401 Belle Oaks Drive, Suite 105
North Charleston, S.C. 29405
mrush@ccroadwise.com

Phone: (843) 329-0050 Ext. 2508 * Fax (843) 329-0055

