

## THE ON-THE-JOB SUPPORTIVE SERVICES PROGRAM AIMS TO DEVELOP:

- Good Work Habits
- Working Relationships
- A Skilled Workforce

## ON-THE-JOB TRAINING IN THE TRANSPORTATION INDUSTRY



## WHO IS ELIGIBLE FOR ENROLLMENT?

PennDOT sponsors statewide On-the-Job Training on heavy and highway construction projects. Training program disciplines include but are not limited to equipment operators, carpenters, truck drivers, laborers, and ironworkers. The primary objective of this equal employment opportunity program is to train and upgrade minorities and women toward journeyman status to improve their potential for future employment in the highway construction industry. Minorities, women, and economically disadvantaged job seekers are encouraged to participate.

**REGISTER FOR THE OJT JOB BANK**  
[apply.paojtssc.com](http://apply.paojtssc.com)



Add your name to the list of interested OJT applicants.



## CONTACT US:

### PENNDOT BUREAU OF EQUAL OPPORTUNITY

Website: [penndot.gov](http://penndot.gov)

Email: [ra-pdbeo-ojt@pa.gov](mailto:ra-pdbeo-ojt@pa.gov)

Phone: 717-787-5981

### PRORANK BUSINESS SOLUTIONS, LLC.

PA OJT Supportive Services Center

Website: [paojtssc.com](http://paojtssc.com)

Email: [paojtssc@prorankllc.com](mailto:paojtssc@prorankllc.com)

Phone: 833-PENN-OJT or 833-736-6658



**pennsylvania**  
DEPARTMENT OF TRANSPORTATION

PUB 733 (11-21)



**PENNSYLVANIA OJT SUPPORTIVE SERVICES**  
ProRank Business Solutions

## PENNSYLVANIA OJT SUPPORTIVE SERVICES CENTER (PAOJTSSC)



## STATEWIDE ON-THE-JOB TRAINING SUPPORTIVE SERVICES PROGRAM (OJT/SS)



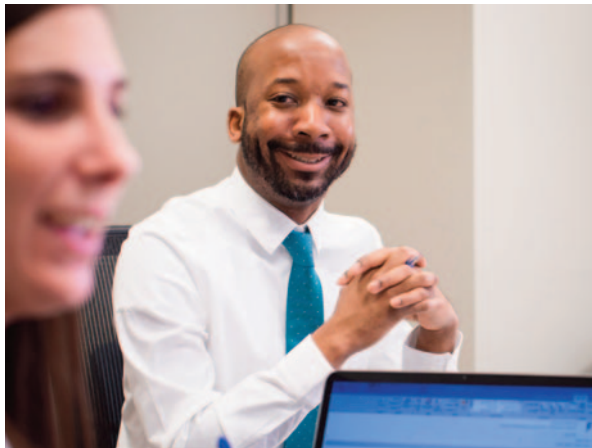
[paojtssc.com](http://paojtssc.com) | (833) PENN-OJT

## OJT SUPPORTIVE SERVICES

The On-the-Job Training Program provide training opportunities for minority, women, and economically disadvantaged individuals to advance them toward journey-level status in highway construction trades. The Pennsylvania On-the-Job Training Supportive Services Center (PAOJTSSC) is administered by ProRank Business Solutions, LLC. After training begins on a PennDOT project, The PA OJTSSC conducts confidential on-site counseling sessions with trainees to address any concerns regarding program expectations, assigned duties, and any questions trainees have regarding participation.

## OJT TRAINEE SUPPORT

The PA OJT Supportive Services Center will help trainees overcome barriers and obstacles that may impact the ability of the trainee to participate and complete training and program participation requirements successfully. The PA OJT SSC will also assist the OJT Trainee with matters such as, but not limited to, transportation, childcare, safety equipment, work-related training, health and safety protocols, training on basic industry skill sets, education on apprenticeships, and journey person status.



## TRAINEE SUPPORTIVE SERVICES

### Trainee Orientation

Within the first month of active enrollment, ProRank Business Solutions conducts on-site trainee orientations. The training to be provided and the benefits and challenges associated with working in the highway construction industry are discussed.

### Trainee Coaching & Training

An OJT Consultant meets with OJT Trainees monthly to ensure the trainee has no questions, issues and has proper support to complete the program and necessary industry training.

### Recruitment Needs

Please visit the PAOJTSSC Job Bank for statewide recruitment and job search efforts.

### ProRank Academy

For additional resources for OJT Trainees and Contractors, please visit ProRank Academy, the social online learning platform where virtual supportive services are delivered. For more information, visit [prorankacademy.com](http://prorankacademy.com).

### The PA CareerLink\*

For more information on employment and employment opportunities, please visit: <https://www.pacareerlink.pa.gov/jponline/>

## PENNDOT CONTACTS

Bureau of Equal Opportunity,  
OJT Program (Central Office)  
717-787-5891

### District OJT Liaisons:

**DISTRICT 1 - Oil City**  
Terry Miller, 814-678-7125

**DISTRICT 2 - Clearfield**  
Dean Richards, 814-765-0477

**DISTRICT 3 - Montoursville**  
Sherry Heckman, 570-368-4359

**DISTRICT 4 - Dunmore**  
Al Kernoschak, 570-963-4029

**DISTRICT 5 - Allentown**  
Anthony Geronikos, 610-871-4419

**DISTRICT 6 - King of Prussia**  
Joe Mitchell, 610-205-6694

**DISTRICT 8 - Harrisburg**  
Colleen Wright, 717-705-0789

**DISTRICT 9 - Hollidaysburg**  
Matt Hagerich, 814-696-7168

**DISTRICT 10 - Indiana**  
David Romain, 724-357-2824

**DISTRICT 11 - Bridgeville**  
Don Dolde, 412-429-4824

**DISTRICT 12 - Uniontown**  
Jonna Knapik, 724-439-7364