



*Ensuring job seekers have  
the skills to meet your  
business expectations.*

## **FULL SERVICE CENTERS**

### **Annapolis Career Center**

80 West Street, Suite A  
Annapolis, MD 21401  
410-269-4429

### **Arnold Career Center**

Arnold Station  
1460 Ritchie Hwy, Suite 207  
Arnold, MD 21012  
410-793-5635

### **Arundel Mills Career Center**

Sales and Service Training Center  
7000 Arundel Mills Circle  
Hanover, MD 21076  
410-777-1845

### **Glen Burnie Career Center**

7480 Baltimore Annapolis Boulevard  
Suite 100  
Glen Burnie, MD 21061  
410-424-3240

## **LIMITED SERVICE CENTERS**

### **BWI Career Center**

*(BWI Jobs only)*

Second Floor Ticket Counter  
BWI Airport, MD 21240  
410-684-6838

### **Fort Meade Career Center**

*(for Military and Spouses)*

Building 4432  
Fort Meade, MD 20755  
410-674-5240

### **Freetown Career Center**

*(Senior Focused)*

7831 Huff Court  
Pasadena, MD 21122  
410-437-3052

*These workforce solutions are funded  
through federal grant funds awarded  
by the U.S. Department of Labor.  
Training solutions are created by the  
grantee and do not necessarily reflect  
the official position of the U.S.  
Department of Labor.*

## **BUSINESS TRAINING SERVICES**

It is critical for businesses to regularly upgrade both the skill sets and certifications of their employees in order to remain competitive in the marketplace. Anne Arundel Workforce Development Corporation (AAWDC) offers training assistance to businesses to train both their existing employees, as well as incoming workers.

## **TARGETED INDUSTRY TRAINING**

AAWDC administers grant funds to increase the skill level of employees in IT/cybersecurity and in green techniques.

- ▶ Training and Certification Preparation in Cybersecurity Measures
- ▶ Certifications for Green Techniques in Construction or Manufacturing
- ▶ Training in Renewable Energy and Environmental Protection
- ▶ Training Reimbursement up to 100% of Costs

## **ON-THE-JOB TRAINING (OJT)**

Short-term wage subsidy to offset the cost of occupational training of a newly-hired worker who would otherwise not be hired due to lack of required skills.

- ▶ Limited to Dislocated Workers with Prolonged Unemployment Referred by AAWDC or Registered in the Maryland Workforce Exchange
- ▶ Training in Specific Skills Required for the Job
- ▶ Reimbursement of 50-90% of New Employee's Wage for Up to 3 Months
- ▶ Available for Employees Hired Full-time with Benefits

## **CUSTOMIZED GROUP TRAINING**

AAWDC may provide training, prior to hiring, for groups of individuals referred by AAWDC who will be hired by an employer upon completion of training.

- ▶ Limited to Dislocated Workers with Prolonged Unemployment Referred by AAWDC or Registered in the Maryland Workforce Exchange
- ▶ Training in Specific Skills Required for the Job
- ▶ Reimbursement of up to 50% of Cost of Training
- ▶ Available for Employees Hired Full-time with Benefits

### **Contact our Business Services Team for more information:**

Sallie Hays Sarelas at 443-603-3169 or [ssarelas@aawdc.org](mailto:ssarelas@aawdc.org)

Jason Faust at 443-603-6615 or [jfaust@aawdc.org](mailto:jfaust@aawdc.org)