

Instructions for On-the-job Learning period – What It Requires from the Company

The participant's on-the-job learning period lasts about 95-100 days and takes place in your company, involving practical work tasks. On-the-job learning does not require an employment contract, as the participant is involved under a training agreement – you are not obligated to pay wages.

Requirements from the Company:

- **A designated contact person** (supervisor, mentor, or expert) who will monitor the learning progress and support the participant.
- **Opportunity to participate in project work** or daily expert tasks.
- **Opportunity for developing skills on the job**, such as small development tasks, analyses, surveys, or practical implementations.
- **Collaboration with the trainer** to ensure that the skills development plan supports both the company's and the participant's needs.
- **Participation in interim and final evaluations** together with the participant and the trainer.

The goal of the on-the-job learning phase is to support the development of the participant's skills and employment prospects, while simultaneously offering tangible benefits to the company.

Why On-the-job Learning is Beneficial for the Company:

- You gain access to a motivated expert who is developing up-to-date skills.
- You can test the suitability of the expert for the role before signing a formal employment contract.
- On-the-job learning may involve a project that is beneficial to the company, and the results can be directly applied in business operations.
- The training agreement does not bind you to an employment relationship or create a wage payment obligation.
- You receive support throughout the entire process from the trainer and the program coordinator.

Example of a Project Work: Using Artificial Intelligence in the Company

Project work is part of the on-the-job learning period and is designed together with the company to address real business needs.

Project Purpose:

To assess the opportunities and development areas for artificial intelligence in your company and to create a concrete development plan.

Project Phases:

- Current status assessment of AI usage and expertise level.
- Identifying development opportunities, for example:
 - Automation and workflows
 - Enhancing customer service
 - Process optimization
 - Security solutions

Final Outcome:

- Use cases and value-added applications.
- Suggestions for the necessary technologies and skills.
- Assessment of risks and ethical considerations.
- Roadmap for piloting and further development.

The results of the project remain with the company and can serve as a foundation for concrete development activities.