

Alabama Industrial Development Training

Alabama Industrial Development Training will find workers and train them to the exact specifications of a new or expanding business committed to creating jobs in Alabama. AIDT's services include:

- locating facilities
- developing and producing training materials
- recruiting, assessing and training potential employees
- delivering other customized training-related services

AIDT has designed a wide range of customized technical pre-employment and on-the-job training programs—from welding to software engineering. These services are provided at no charge to companies that meet criteria for starting wages and number of jobs being created. Support for on-the-job training is available to companies that meet other criteria.

AIDT's Workforce Development Process starts when a company commits to create the jobs, and continues until trainees become employees. The normal procedure calls for an AIDT project coordinator to meet with representatives of the client company to find out what is expected of its employees. Together company and AIDT personnel identify the skills, knowledge and behaviors sought in each employee, define the training program content and how trainees will be evaluated, identify instructors, determine where and when the training will occur and what training materials, tools and equipment are needed. AIDT then advertises the training program and recruits trainee candidates who meet company requirements. Ads for these programs consistently attract many qualified applicants for each job opening.

Assessment begins when the applications are screened. Typically, AIDT coordinators search through 2,500 applications to find the top 50 for interviews, then invite 25 of those to attend training. This rigorous screening and interview process is designed to seek the most highly qualified and experienced candidates available. All trainees accepted for training must meet the company's criteria for becoming an employee.

Attitude is a key indicator for success. AIDT's training program enhances skills while allowing company personnel to assess trainee attitudes as they interact with people likely to become their co-workers and supervisors. Trainees usually attend a three- to four-hour session two nights a week for about 10 weeks. That provides 60 to 80 hours for detailed assessment of attitude, character, work ethic, literacy, teamwork, and learning ability. AIDT recommends that companies hire only those who successfully complete the training program, and who demonstrate the required skills and a desire to perform well.

AIDT prefers to recruit and train company personnel for training instructors. Their knowledge of company processes and organizational structure make them the best evaluators of trainee performance and behavior. Instructors also may come from AIDT staff, local two-year technical and community colleges, or industry. ~~AIDT assists company personnel who may be inexperienced as instructors as they develop the course, find and develop training materials, and prepare for presentations and evaluations.~~

Pre-employment training programs can be conducted in the plant, in AIDT mobile training units outfitted to simulate a plant setup, in classrooms and labs at an AIDT, or at a local technical or community college. AIDT's fleet of mobile training units brings training to any company site. Additional space is leased when training needs require it. Mobile Training Units, usually referred to as MTU's, are the primary means for providing quick response when training demands must be met immediately. MTU's are customized to meet the particular needs of a company, such as:

- programmable logic controllers
- distributive process control
- CNC machine tool programming
- precision electronics and assembly
- electromechanical maintenance
- machine shop skills
- welding



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- computer technology
- classroom instruction

When a large set-up of specialized equipment is required, temporary leases offer the opportunity to establish model manufacturing settings. Appropriate hardware is deployed from existing inventory, developed and built by AIDT or bid and purchased as required.

Trainees who successfully complete the training program are not obligated to accept a job, nor are companies obligated to offer one at the end of the program. Trainees are not paid, nor required to pay, to attend. The personal investment a trainee makes results in a highly motivated employee who performs above expectations. A high level of technical proficiency is a bonus. AIDT and the other institutions in The Alabama College System support ongoing training, such as development of a company's own internal training system.

Management Training

AIDT's comprehensive array of quality, leadership and team building seminars complement technical skills training. Supervisors and managers discover tools to improve their basic human relations and leadership skills. AIDT also offers training in ISO 9000 implementation and internal auditing. These seminars are available through a variety of delivery systems that can be designed to fit your needs and your schedule. Trainers throughout The Alabama College System are certified by AIDT personnel to conduct management training as well as ISO 9000 internal auditor training.

Business Process Re-engineering and Technology Integration

AIDT's Business Process Re-engineering and Technology Integration service helps a company determine how its processes work or don't work, why the company uses those processes, and what improvement options are available. Membership in the Alliance for Technology Transfer provides access to national labs and other industries to help you solve problems.

AIDT's support includes manufacturing, networking, product development, systems integration, support functions, and integrating people and technology.

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