Military Term

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Civilian Translation

These are ideas and suggestions and should be carefully considered when determining what word choice would fit best, depending on the position you are targeting. For example, what may be considered a "Director" in a smaller organization may be considered a "Senior Manager" in a larger corporation. You can easily over or under qualify yourself and lose our on an ideal position.

1. Command Station	Headquarters	
2. AAM-ARCOM	Army Achievement Medal-Army Commendation Medal.	
3. Action Officer (AO)	Analyst, Senior Analyst	
4. Administrative NCO	Administrative officer, administrator, personnel manager	
5. Advanced Individual Training (AIT)	Advanced skills course, advanced skills training (mention career field)	
6. Advanced Non-Commissione Officers Course (ANOC)	ed .	Advanced leadership and management development course
7. Air Force Enlisted Performance Report (EPR)/Officer Performance Report (OPR)		Performance appraisal, performance evaluation
8. Army Enlisted Evaluation Re (EER), Senior Enlisted Evalua Report (SEER)		Performance appraisal, performance evaluation
9. Army/Department of the Army Pamphlet AR/DAPAM	Policy, organization policy, guidance, regulations, instructions, requirement, specifications	
10. Army—Non-Commissioned Officer Evaluation Record (NCOER)/ Officer Evaluation Record (OER)/ or Officer Efficiency	Performance appraisal, performance evaluation	
11. Assigned	Employer, worked, responsible for, attached	
12. Basic Non-Commissioned Officers Course (BNOC)	Intermediate leadership and management development course, leadership and management development course	
13. Basic Officers Course	Entry-level officer leadership course	
14. Basic Officers Course	Entry level officer's leadership course	

15. Basic Training	Basics skills course, military training, introductory military skills, introductory military training			
16. Battalion (BN), Business Operating Environment (BOE), Headquarters and Headquarters Detachment (HHD), Commanding Officer (CO), and Garrison		Unit, organization, staff section, widely dispersed organization, agency		
17. Battalion (BN), Unit, Garrison	Unit, organization, ager	ncy, department, company		
18. Battalion Commander	Director, Senior Manager, Division Head, Senior Personnel and Program Manager, Supervisor, Operations Director, Executive Leader, upper-level management			
19. Branch/Division Chief	Branch/Division Chief			
20. Brigade	Group, division			
21. Brigade Commander	Executive Director, Vice President, VP, Vice President of Operations			
22. Chain of Command	Executive levels, management, upper-level management			
23. Combat Training	Survival skills, emergen	cy training/instruction		
24. Combat, War	Conflict, highly hazardo intervention	us conditions, hostilities, emergency situations, crisis, crisis		
25. Combined Arms Staff College	Senior managerial leade	ership school		
26. Command Officers Staff College, Command and Staff College	Senior military leadersh	ip school, strategic management course		
27. Commanded	Supervised, directed			
28. Commander, Chief	President, Director, Senior Manager, Division Head, Senior Personnel and Program Manager, Supervisor, head of, leader, director, executive, officer, upper-level management			
29. Company	Units, organization, section, staff elements, activities, work centers			
30. Company commander, directorate	Department head, department manager			
31. Company Grade Officer (01-03)	Operations Officer, operations manager, program administrator, unit or section manager			
32. Correspondence course	Course, extension course, distance education			
33. Deactivation	Closure, or terminated operations			

34. Deployed/Deployment	Temporarily assigned, based, positioned, stationed, move or movement (personnel and/or equipment) into position for strategic military action.	
35. Duty	Responsibility	
36. E1 to E3 Private, Seaman recruit, Seaman apprentice	Production worker, assembler, technician, assistant, apprentice, team member	
37. E4 to E6 Corporal, Specialist, Petty Officer Third Class, Sergeant, Petty Officer Second Class, Staff Sergeant, Petty Officer First Class		Assistant manager, line supervisor, section leader, task leader, supervisor, foreman
38. E7 to E9 Sergeant First Class, Navy Ch Petty Officer, Master Sergea First Sergeant, Senior Chief, Sergeant Major, Petty Office Class	nt,	Manager, personnel manager, program manager, head of, leader of,director, upper-level manager, line supervisor, section leader, task leader, supervisor, foreman
39. Enlisted Soldier Assistant Crew (E1-E4)	Assemb	oler, specialist, team member, technician
40. Executive Officer (XO)	Deputy director, assistant director, assistant manager	
41. Field Exercises (FTX)	Dispersed operations, training, remote training location	
42. Field Grade Officer (04)	Executive officer, deputy director, assistant to the director, operations managers, executive, manager	
43. Field Office	Large diverse or dispersed organization, remote work site	
44. First Sergeant	Personnel supervisor, group supervisor, senior advisor, operations manager, foreman	
45. Garrison	Organization, company	
46. General Officers Brigadier General, Major General, Lieutenant General, General, Rear Admiral, Vice Rear Admiral, Admiral		President, Chief Executive Officer (CEO), Chief Operating Officer (COO), Chief Financial Officer (CFO), senior vice president, executive vice president, senior director, chairperson,
47. Hand receipt holder	Logistics manager, supply manager, equipment manager	
48. Headquarters	Headquarters, corporate office	
49. Infantry	Security forces, ground security force	

50. Inspector	Examiner, troubleshooter, reviewer		
51. Leader	Manager, supervisor, executive, management, trainer, official, conductor, chief guide, director		
52. Master Fitness Trainer	Physical fitness instructor, fitness instructor/trainer		
53. Medal	Award, honors, decoration, achievement, distinction, accolade		
54. Military Occupation Specialty MOS, Military Occupation Classification (MOC)	Career field, career specialty, skill, job, duties		
55. Military Occupational Specialty Qualification (MOSC)	Skill, specialty, job, duties, career field, career specialty		
56. Military Order	Direction, rules, regulations		
57. Military Personnel Office (MILPO)	Personnel center, personnel office, personnel administrative office, human resources		
58. Military Personnel Office (MILPO)Personnel Action Center (PAC)	Personnel center, personnel office, personnel administrative office, human resources		
59. Mission	Responsibility, task, function, objective, job		
60. Non-Commissioned Officer (NCO) (E5-E6)	Manager, management, middle management, senior personnel supervisor, official, employee official, leader, administrator, OJT foreman, technical supervisor		
61. Non-Commissioned Officer (NCO) Academy	Leadership or management training		
62. Non-Commissioned Officer i Charge (NCOIC), Watch Capt Petty Officer of the Watch	, , , , , , , , , , , , , , , , , , , ,		
63. O1 to O3 Second Lieutenant, First Lieutenant, Lieutenant, Capt Ensign, Lieutenant Junior Gr			
64. O4 Major, Lieutenant Commander	Senior administrator, department head, program manager, senior advisor		
65. O5 and O6 Lieutenant Colonel,	Chief executive officer, chief operating officer, program director		

Colonel, Commander, Captain				
66. O7 Colonel	Vice president, senior director, board member, managing director			
67. Officer Advanced Course	Entry level Officer's leadership course			
68. Officer Advanced Course (OAC)	Entry level officer training course			
69. Officer(s)	Management, middle management, senior personnel, supervisors, employee(s), official(s), administrator, executive			
70. Officers Advanced Course	Advanced officer's leadership course			
71. On-the-Job Training (OJT)	On-the-Job training, hands on experience, direct instruction, observational learning, one-on-one training at the job site			
72. Operations NCO	Operations manager, operations supervisor			
73. Patrol	Monitor			
74. Permanent Change of Station (PCS)	Relocation, career relocation			
75. Personnel Specialist	Administrative clerk, personnel records clerk			
76. Physical Training (PT)	Physical training, fitness, fitness evaluation,			
77. Platoon	Section, element, department			
78. Platoon Sergeant	First line supervisor, training instructor			
79. Primary Leadership Development Course (PLDC)	Basic leadership and management development course			
80. Program or Project Manager	Program director, program administrator, program, supervisor			
81. Programs(when used as a smoney, e.g., program for maintenance, buying new vehicopters)				
82. Reconnaissance	Data collection, survey, analysis			
83. Regulations	Policy, guidelines, guidance			
84. Regulations, AR/DA/NAV Pamphlets	Guidance, policy, instructions			

85. Scattered Units	Outlaying organizations, affiliated organizations, field section	
86. Section chief	Team leader, team chief, team supervisor	
87. Security Classifications	Official, Secret, Top Secret, TS-SCI	
88. Security Clearance	Security access authorization, security authentication	
89. Senior Field Grade Officer (05-07)	Chief Executive Officer (CEO), Director Chief Operating Officer (COO). department head, program director, deputy chief, senior executive, chief administrator, Senior Administrator	
90. Senior Military Assistant	Executive Military Consultant, Senior Military Consultant	
91. Senior Non-Commissioned Officer (SNCO) (E7-E9)	Chief of, director, first-line supervisor, technical advisor, division supervisor	
92. Sensitive	Confidential	
93. Sergeant Major	Senior advisor	
94. Service Member	Employee	
95. Service members, Soldiers, Airman, Marines, Sailors	Employees, co-workers, colleagues, personnel, personnel staff, individuals, people, staff, clients, members	
96. Squad	Team or Section	
97. Standard Installation/Division Personnel System (SID PERS)	Automated personnel strength accounting system	
98. Subordinates	Employees, personnel, people, positions, staff, co-workers, individuals, people	
99. Superior(s)	Supervisor, management, executive management `	
100. Supply Sergeant	Supply Manager, Logistics Manager	
101. Supply/Logistics	Shipping, receiving, inventory control clerk, warehouse clerk	
102. Suspense Date	Deadline	
103. Tasking/Detail	Assignment, job	
104. TDA/MTOE	Organizational structure, material resources, manpower	
105. Team/Squad Leader	Team leader, team chief, team supervisor, trainer	
106. Temporary Duty Assignment (TDY)	Business travel, business-related travel, business trip	

Temporary Assigned Duty (TAD)		
107. Training	Trainer, instructor, teacher, program, instruction, training development	
108. Troops	Personnel, passengers, individuals, people, positions, cadre, staff, clients, employees	
109. Uniform Code of Military Justice (UCMJ)	Legal action	
110. United States Navy's or Marine Corp's Fitness Report (FITREP)	Performance appraisal, performance evaluation	
111. Units	Supported organizations, subordinate elements, clients	
112. W01 to W05	Company, unit, department	
113. War College	Executive leadership school, Executive military leadership school Advanced strategic studies course	
114. War College	Executive military leadership school	
115. Warrant Officer (W01 - W05)	Senior technician, technical advisor, facilitator, technical manager, technical specialist, director, specialist, department manager, chief	
116. Warrior Leaders Course (WLC) Primary Leadership Development Course (PLDC)	Introductory leader's development course.	