

Common Military-to-Civilian Translations

MILITARY TERMINOLOGY	CIVILIAN TRANSLATION
AAM-ARCOM	Award/recognition
Action Officer (AO)	Analyst or Senior Analyst
Administrative NCO	Administrative officer, administrator, personnel manager
AI	Additionally skilled in
AR/DA/NAV Pamphlets	Policy/guidelines/rules
Assigned	Employed, worked, attached
Battalion, Unit, Platoon	Organization, agency, department
BN, BDE, HHD, Co & Garrison	Unit, organization, staff section, widely dispersed organization, agency
Branch Or Division Chief	Branch, Division Chief
Brigade	Group, division
Chain Of Command	Executive levels, management, upper-level management
Combat	Conflict, hostilities, emergency, highly hazardous condition
Combat Training	Survival skills, emergency training, emergency instruction
Combat/War	Hazardous conditions, conflict
Commanded	Supervised, directed
Commander	Director, Senior Manager, President
Commander, Chief	Supervisor, head of, leader, director, executive, officer, upper-level management
Company	Company, unit, department
Company Grade Officer (O1 To O3)	Associate, Operations Manager, unit or Section manager
Correspondence Course	Extension course, distance learning, professional development
Deactivation	Closure, terminated operations
Deployed	Temporarily assigned, traveled
Enlisted Soldier/Assistant Crew (E1 to E4)	Assembler, specialist, team member, member, technician
Executive Officer (XO)	Deputy Director, Assistant

MILITARY TERMINOLOGY	CIVILIAN TRANSLATION
Field Exercises (FTX)	Dispersed operations, training, remote training location
Field Grade Officer (O4)	Executive Manager, Executive Officer, Deputy Director, Assistant to the Director, Operations Manager
Field Office	Large diverse or dispersed organization, remote work site
First Sergeant	Operations manager, supervisor, foreman
First Sergeant	Personnel Manager
General Officer	President, Senior Director, Chairperson, CEO, COO, CFO, Senior Vice President, Executive Vice President
Hand Receipt Holder	Logistics manager, supply manager, equipment manager
Headquarters	headquarters
Infantry	Ground Security Force
Inspector	Examiner, troubleshooter, inspector, reviewer
Leader	Supervisor, manager, executive, management, trainer, official, conductor, chief, guide, director
Master Fitness Trainer	Physical fitness instructor, fitness instructor/trainer
Medal	Award, recognition
Military Occupation Specialty (MOS)	Career specialty
Military Personnel Office (MILPO)	Personnel office
MILPO/PSC/PSB	Personnel center, personnel office, personnel administration office
Mission	Tasks, function, objectives, obligations, requirements, priorities, initiatives, operations
NCO (E5 To E6)	Supervisor, manager
NCOIC, Watch captain, Petty Officer of the Watch	Supervisor, senior technician, section chief

MILITARY TERMINOLOGY	CIVILIAN TRANSLATION
NCOs	Management, middle management, senior personnel supervisor(s), employee(s), official(s), administrator, executive
OER/NCOER	Performance rating, performance evaluation, performance appraisal
Officer Advanced Course (OAC)	Entry level Officer Training Course
Officer(s)	Management, middle management, senior personnel, supervisors, employee(s), official(s), administrator, executive
OJT	On-the-job training, hands-on experience
Operations NCO	Operations manager
PCS	relocation
Personnel Action Center (Pac)	Personnel office, human resources office
Personnel Specialist	Administrative clerk, personnel records clerk
Physical Training (PT)	Physical training
Platoon	Section, element/department
Platoon Sergeant	Supervisor, Instructor, Trainer
PMCS	Preventive maintenance
Program Or Project Manager	Program or Project Manager
Reconnaissance	Data collection, survey, analysis
Regulations	Policies, guidelines, instructions
Scattered Units	Outlying organizations, affiliated organizations, field section
Security Clearance	Security clearance
Senior Field Grade Officer (O5 To O7)	Director, Chief Executive Officer (CEO), Chief Operating Officer (COO), Deputy Chief, Chief Administrator
Senior NCO (E7 To E9)	Director, First-Line Supervisor
Sensitive	confidential
Sergeant Major	Senior Advisor
Service Members	Employees, co-workers, colleagues, personnel, individuals

MILITARY TERMINOLOGY	CIVILIAN TRANSLATION
SIDPERS	Automated personnel strength accounting system
Soldiers	Personnel, individuals,
Soldiers/Airmen/Marines/Sailors	Personnel, staff, employees, individuals, people, positions, elements, clients, members
Squad	section
Squad Leader	Team leader, team chief
Subordinates	Employees, personnel, staff, individuals, people
Superior(s)	Supervisor, management, executive management
Supply Sergeant	Supply manager, logistics manager
Supply/Logistics	Shipping, receiving, inventory control clerk, warehouse clerk
Suspense Date	deadline
TAC NCO	Trainer, advisor, counselor
Tasking/Detail	Assignment, job
TDA/MTOE	Organizational structure, human or material resources, staffing documents
TDY/TDA	Business travel
Team	Temporary responsibility, visiting consultant, business trip, traveled to other locations to, detailed official visits
Team/Squad Leader	Team supervisor, trainer
Temporary Duty (TDY)	Business trip, temporary duty
Training	Instruction, teaching, program instruction, training development, staff development
Troops	Personnel, passengers, individuals, people, positions, cadre, staff, clients, employees
Uniform Code Of Military Justice	Legal action
Units	Supported organizations, subordinate elements, clients
Warrant Officer	Director, Specialist, Department Manager

