

# Common Translation

The military knows it as:	Civilian employers will understand it as:
NCOIC, Watch Captain, Petty Officer of the Watch	Supervisor, Manager, Coordinator
Commander, Chief	Division Head, Director, Senior Manager
Executive Officer (XO)	Deputy Director, Assistant Manager
Action Officer (AO)	Analyst (or Senior Analyst if applicable)
TDY/TAD	Business travel
PCS	Relocation
OER/NCOER	Performance Appraisal
MOS/MOC	Career Field
Commanded	Supervised, Directed



# Common Terms

<b>Mission</b>	<b>Responsibility, Task, Objective, Job</b>
Combat/War	Hazardous conditions, Conflict
Headquarters	Headquarters, Corporate Office
Subordinates	Employees, Co-workers
Service members	Employees, Co-workers, Colleagues, Personnel, Individuals
Security Clearance	Security Clearance
Military Personnel Office (MILPO) Personnel Action Center (PAC)	Personnel Office, Human Resources
Regulations	Guidance, Policy, Instructions
Reconnaissance	Data Collection, Survey, Analysis
TDA/MTOE	Organizational Structure, Material Resources, Manpower

