

CAREER RESOURCES FOR VETERAN STUDENTS

Civilianize Your Resume



Military	Civilian
Mission	Task, Function, or Objective
Combat	Hazardous Conditions
Squad, Platoon, Battalion, Unit	Organization, Team, or Department
Service Members, Subordinates	Employees or Team Members
Regulations	Policies or Guidelines
Headquarters	Corporate Office
Commanded	Supervised or Directed
Reconnaissance	Data Collection, Survey, or Analysis
TDY/TAD	Business Travel
PCS	Relocation
TDA/MTOE	Material Resources, Manpower, or Organizational Structure
Personnel Office	Human Resources
Medal	Award
Quarters, Barraks	Living Accommodations or Housing



Important Steps to Get Started:

1. Consider taking a career exploration assessment to better clarify the next step in your career
2. Revise your resume and practice cover letter writing using translator tools and researching the industry that you are interested in
3. Use FIU's Professional Development Workshops to help you refine your skills
4. Make a Handshake account to view jobs, internships, and get your resume approved. Be sure to check out upcoming professional development workshops

Helpful Military to Civilian Career Websites:

- <https://www.mynextmove.org/vets/>
- <https://www.onetonline.org/crosswalk/MOC/>
- <https://www.military.com/veteran-jobs/skills-translator>
- <https://www.careeronestop.org/Toolkit/Jobs/match-veteran-jobs.aspx>
- <https://www.lockheedmartinjobs.com/military-skills-translator>

Additional Helpful Resources:

- FIU Disability Resource Center
<https://studentaffairs.fiu.edu/get-support/disability-resource-center/>
- FIU Counseling & Psychological Services
<https://studentaffairs.fiu.edu/health-and-fitness/counseling-and-psychological-services/>
- FIU Transfer and Transition Services
<https://transfer.fiu.edu/>
- Miami Vet Center Legal Services Program
https://studentaffairs.fiu.edu/academic-success/career-and-talent-development/programs/vet-work-at-fiu/_assets/miami_vet_center_legal-services.pdf

