

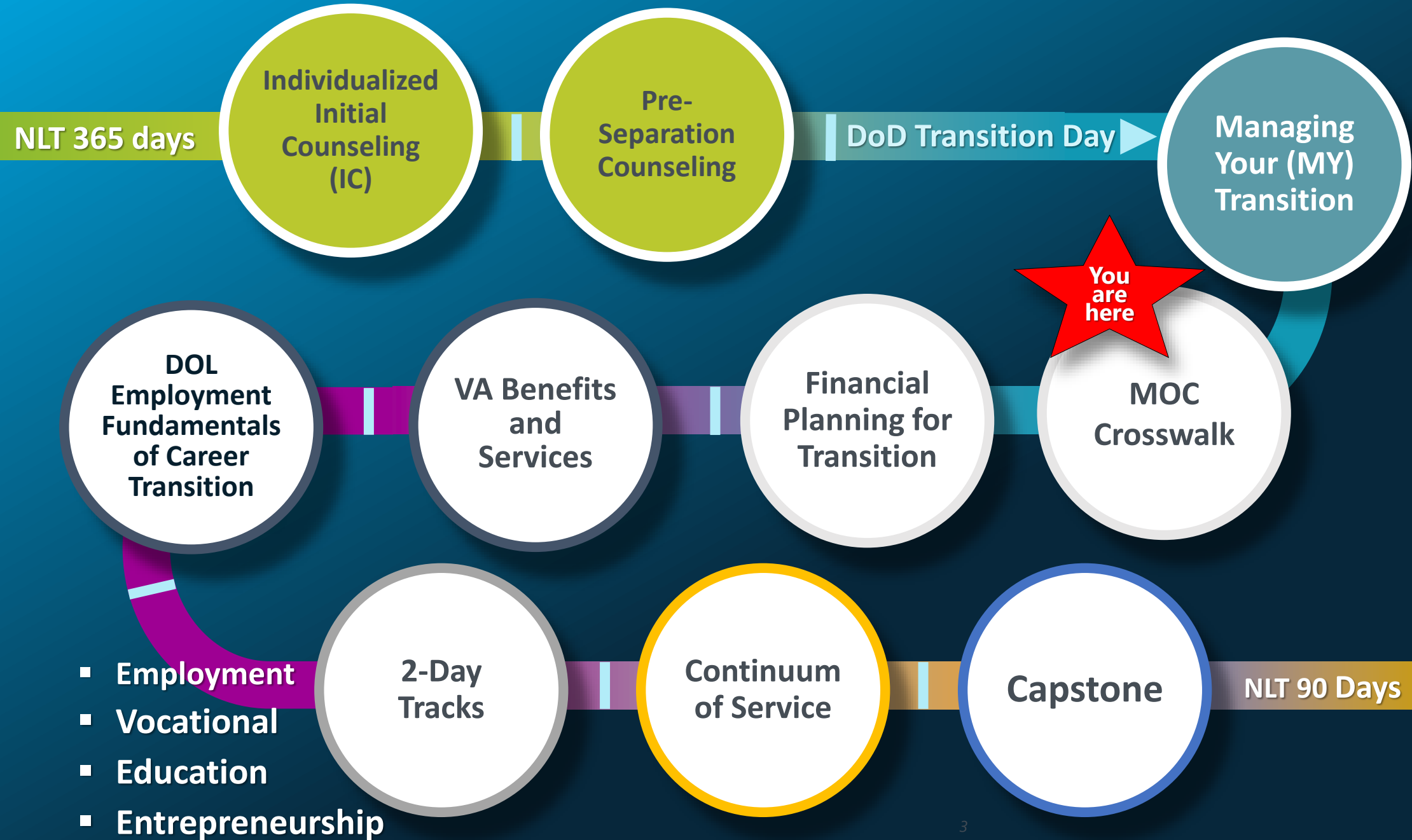


# MILITARY OCCUPATIONAL CODES CROSSWALK

# DISCLAIMER

The information provided herein does not constitute a formal endorsement of any company, its products, or services by the U.S. Department of Defense (DoD). Specifically, the appearance or use of external hyperlinks does not constitute endorsement by the DoD of the linked websites or the information, products, or services contained therein. The DoD does not exercise any editorial control over the information you may find at these locations. While this information provides informational resource material to assist military personnel and their families in identifying or exploring resources and options, the resources provided are not exhaustive.

# TRANSITION OVERVIEW



# MOC CROSSWALK

## *COURSE OVERVIEW*

- MOC Crosswalk Process
- The Gap Analysis
- Finding and Translating Your Skills
- Tools of Transition
- Civilian Credentialing
- Identifying Possible Civilian Careers
- Influences on Career Selection

# THE CROSSWALK PROCESS



**EXAMINE  
MILITARY  
EXPERIENCE**



**IDENTIFY  
CIVILIAN  
OPPORTUNITIES**



**IDENTIFY  
REQUIREMENTS**



**DOCUMENT  
THE GAP**

# THE GAP ANALYSIS

<p><b>WHERE AM I NOW?</b></p> <p>Current MOC:</p> <hr/> <p>Use VMET, JST, CCAF transcript, ESS-CG, CG-4082, and evaluations to complete this column</p>	<p><b>WHAT DO I NEED TO FILL IN THE GAP?</b></p>	<p><b>WHERE AM I GOING?</b></p> <p>Civilian Occupation:</p> <hr/> <p>Use results from My Next Move for Veterans and O*NET to complete this column.</p>
<p>Experience and skills I have:</p>	<p>Experience and skills I need to obtain:</p>	<p>Experience and skills this occupation requires:</p>
<p>Education and training I have:</p>	<p>Education and training I need to obtain:</p>	<p>Education and training this occupation requires:</p>
<p>Credentials (license, certification, certificate) I have:</p>	<p>Credentials (license, certification, certificate) I need to obtain:</p>	<p>Credentials (license, certification, certificate) or any other requirements for this occupation:</p>



# WHERE AM I NOW?

Where am I now?
Current MOC: <hr/>
<i>Use VMET, JST, CCAF transcript, ESS-CG, CG-4082, and evaluations to complete this column.</i>
Experience and skills I have:     
Education and training I have:     
Credentials (license, certification, certificate) I have:     

- Current MOC
- Experience/Skills
- Education/Training
- Credentials

# HARD VS. SOFT SKILLS

**Hard Skills** - specific, teachable knowledge and abilities that can be defined and measured

**Examples:** software applications, languages, typing, operating machinery

**Soft Skills** – less defined, interpersonal skills

**Examples:** leadership, team building, communication, problem solving





# TRANSLATING YOUR SKILLS

To learn civilian terminology for your field:

- Schedule informational interviews in your chosen career field
- Find a mentor in your desired field
- Follow companies and connect with professionals on LinkedIn
- Read publications and blogs; view related videos

**AVOID MILITARY JARGON AND ACRONYMS**



# PURPOSE OF VMET

- Helps with resume preparation
- Translates military terminology and training into civilian terms
- Establishes capabilities with prospective employers
- Assists in applying to college or vocational institutes
- Lists military job experience and training history
- Suggests related certification and licensure
- Provides civilian equivalent job titles

# VMET: EXPERIENCE HISTORY

**OCCUPATION: 6317, Aircraft Communications/Navigation/Weapon Systems Technician**



**Duty and Occupation Code**

## **PRIMARY OCCUPATION:**

- MARINE CORPS, ACTIVE: STAFF SERGEANT, Pay Grade E-6 JUL 2017 -JAN 2020 (2 Years 6 Months)
- MARINE CORPS, ACTIVE: SERGEANT, Pay Grade E-5 MAR 2015 - JUL 2017 (2 Years 4 Months)

## **OCCUPATION DESCRIPTION FOR: 6317**



**Occupation Description**

- (MCE-6317-002, Exhibit dates FEB 2001 - JUL 2017)
- Installs, removes, inspects, tests, maintains, and repairs components, subsystems, and ancillary equipment on installed aircraft communications, navigation, and deceptive electronic countermeasures

## **RELATED CIVILIAN OCCUPATIONS FOR: 6317**



**Related Occupation**

- Avionics Technician (DOT 823.261-026)
- Avionics Technicians (ONET 49-2091.00)

# VMET: TRAINING HISTORY

**MILITARY TRAINING: MAR 2017 - APR 2017**

**NAVY COURSE: A-012-0077, Instructional Delivery Continuum (IDC) - Journeyman Instructor Training (JIT)**

**LENGTH: 2 weeks (80 hours)**



**Training Dates, Course Number and Length**

**COURSE DESCRIPTION FROM AMERICAN COUNCIL ON EDUCATION:**



- (NV-1406-0044, Exhibit dates SEP 2007 - SEP 2015)


**Course Description**

- Upon completion of the course, the student will be able to deliver lectures employing recitation, questioning, self and group-paced methods of instruction, technology aids, and case study techniques. They will also be able to apply some motivational techniques to encourage learning.
- Topics include Audiovisual materials, discussion, case studies, learner presentations, classroom exercises, computer-based training and lecture, communication techniques, learning objectives, instructional technology, case studies, motivation, self- and group-paced methods of instruction, and questioning techniques.

# EMPLOYEE SUMMARY SHEET (ESS-CG)

Lists all jobs held to include job titles:

- Position History
- Rank History
- Education
- TMT History
- Direct Access Courses
- Training
- Tests
- Competencies
- Board/Memberships
- Medals and Awards

 **COAST GUARD**  
BUSINESS INTELLIGENCE

For Official Use Only - Privacy Act Statement  
Any release or unauthorized disclosure of this information may result in both criminal and civil penalties.

**Name:** JOHN F. DOE  
**Email Address:** JOHN.F.DOE@USCG.MIL  
**Employee ID:** 0000000  
**Position Number:** 12345678  
**Grade:** W3  
**Class:** Military  
**Duty Type:**  
**Gender:** Male  
**Race:** White  
**Ethnicity:** Not Hispanic or Latino

**Date of Birth:** 01-15-1967  
**DIEMS Date:** 10-10-1987  
**Active Duty Base Date:** 03-15-1988  
**Pay Base Date:** 03-15-1988  
**Grade Entry Date:** 05-01-2013  
**Employee Rotation Date:** 06-01-2017  
**Expected Loss Date:** 03-31-2020  
**Current Assignment Officer Code:** PO2N  
**Spouse in Service:** No  
**Weigh-In:** Completed

**Rank History**

Rank	Rank Entry Date	Rank End Date	Time in Rank(yrs.)
ENG3	05-01-2013		2.07
ENG2	06-01-2010	06-01-2014	4.00
MKC	08-01-2006	06-01-2010	3.83
MK1	08-01-2002	08-01-2006	4.00
MK2	06-01-1999	08-01-2002	3.16
MK3	03-10-1993	06-01-1999	6.22
SN	12-11-1990	03-10-1993	2.24
SA	04-06-1990	12-11-1990	0.68
SR	02-12-1990	04-06-1990	0.15

**Position History**

Position Entry Date	Position Description	Department
07-01-2013	ENG SUPPORT-NAVAL	SEC SAN DIEGO ENG/SUPPORT DIV
07-06-2010	MK AO	PSC EPM-2
05-22-2008	ENGINEER PETTY OFFICER	CGC ADELIE
05-15-2006	ENGINEERING PETTY OFFICER	CGC WAHOO
06-28-2004	ENGINEER PETTY OFFICER	CGC SHACKLE
07-03-2002	DUTY	CGC BARRACUDA
06-30-2000	DUTY	CGC EDISTO
07-01-1997	UNKNOWN	CG TACLET PACAREA
03-22-1993	UNKNOWN	CG STA SAN DIEGO
02-26-1993	UNKNOWN	CGC BUTTONWOOD
04-25-1990	UNKNOWN	USCGC BLACKHAW
02-13-1990	BASIC RECRUIT	RECRUIT BASIC TRAINING
02-12-1990	UNKNOWN	UNKNOWN UNIT



# JOINT SERVICE TRANSCRIPT (JST)

Status: Active

## Military Course Completions

Military Course ID	ACE Identifier Course Title Location-Description-Credit Areas	Dates Taken	ACE Credit Recommendation	Level
750-BT	<b>AR-2201-0399</b> <b>Basic Combat Training:</b> Upon completion of the course, the recruit will be able to demonstrate general knowledge of military organization and culture, mastery of individual and group combat skills including marksmanship and first aid, achievement of minimal physical conditioning standards, and application of basic safety and living skills in an outdoor environment.	13-MAR-1987 to 07-MAY-1987		
	<ul style="list-style-type: none"> <li>First Aid</li> <li>Marksmanship</li> <li>Outdoor Skills Practicum</li> <li>Personal Physical Conditioning</li> </ul> (10/00)(10/00)		1 SH 1 SH 1 SH 1 SH	L L L L
500-75D10	<b>AR-1406-0011</b> <b>Personnel Records Specialist:</b> US Army Training Center Ft Jackson SC To train individuals to maintain personnel records.	08-MAY-1987 to 26-JUN-1987		
	<ul style="list-style-type: none"> <li>Clerical Bookkeeping</li> <li>Office Procedures</li> <li>Typing</li> </ul> (8/88)(8/88)		3 SH 2 SH 2 SH	L L L
605-19-PLDC	<b>AR-2201-0253</b> <b>Primary Leadership Development:</b>	22-MAR-1990 to 19-APR-1990		

# COMMUNITY COLLEGE OF THE AIR FORCE (CCAF) TRANSCRIPT

REGISTERED FOR	1AOY Human Resource Management	30-May-2006
ASSOCIATE OF APPLIED SCIENCE DEGREE AWARDED		31-May-2006
REGISTERED FOR	4VAD Aircraft Systems Maintenance Technology	27-Mar-1997
ASSOCIATE OF APPLIED SCIENCE DEGREE AWARDED		11-Feb-2002

AIR FORCE COURSE NO CCAF COURSE CODE	TITLE TITLE	DATE COMPLETED (OR RECORDED) SEM HRS GRADE
	BASIC MILITARY TRAINING	CREDIT AWARDED 04-Dec-1990
PHE1000	PHYSICAL EDUCATION/WEALTHNESS	4.00 S
3AQR45730C 000	APPREN STRAT ACFT MAINT SPEC 135	SHEPPARD AFB 17-Jan-1991
AMT1218	AIRFRAME SYS/COMPONENTS	4.00 S
AMT1219	ACFT MAINT FUNDAMENTALS	3.00 S
AMT1229	INTRO TO AIRCRAFT MAINT	3.00 S
4ABF45730C 001	EC/KC/RC135 APR STRAT ACFT MAINT	SHEPPARD AFB 21-Mar-1991
AMT2236	ADV ACFT MAINT LAB	7.00 S
5ALS99400 001	AIRMAN LEADERSHIP SCHOOL	KADENA AB 07-Nov-1995
LMM1101	LEADERSHIP/MANAGEMENT I	2.00 S
LMM1102	MANAGERIAL COMMUNICATIONS I	2.00 S
LMM1103	MILITARY STUDIES I	2.00 S
LMM1104	INTRO TO TOTAL QUAL MGT	4.00 S
5NCO99200 002	NCO COMMAND ACADEMY	MCGUIRE AFB 14-Dec-2001
LMM2121	LEADERSHIP/MANAGEMENT II	6.00 S
LMM2122	MANAGERIAL COMM II	3.00 S
LMM2123	MILITARY STUDIES II	2.00 S

# RECORD OF PROFESSIONAL DEVELOPMENT (CG-4082)

U.S. DEPARTMENT OF HOMELAND SECURITY U.S. COAST GUARD CG-4082 (Rev. 6-04)		<b>RECORD OF PROFESSIONAL DEVELOPMENT</b>	
Name (Last, First, MI):		SS#:	Rank: LCDR
See Instructions on page 2 for completion of this form.			
Key Word(s) (see instructions)	Descriptive Title and Institution and/or Location of Activity	Qualification, Cert., Grade or N/A	Date Completed
Academic Courses	Performance Based Management (QSM570), National Graduate School, E-City Cohort	A	05/2010
Academic Courses	Best Practices for Master's Educ (EDU501) National Graduate School, E-City Cohort	A	04/2010
Qualifications	Contracting Officer's Technical Representative, Dept of Homeland Security	N/A	09/2009
Qualifications	MH-60T Pilot Transition Course, Aviation Training Center Mobile	Pass	09/2009
DOD Courses	Emergency Egress Training (9D5 Dunker) Fort Rucker, AL	Pass	08/2009

- Identifies academic and military courses and training
- Can supplement the JST and be used to boost the education and training sections of the Gap Analysis and a resume

# CREDENTIALING

**License**

**Certification**

**Certificate**

- Some military specialties require a credential
- Should be documented on VMET, JST, CCAF transcript, ESS-CG, or CG-4082



# TYPES OF CREDENTIALS

## LICENSE:

- Doctor/Nurse
- Teacher
- Counselor
- Plumber
- CPA
- Analyst

## CERTIFICATION:

- Lean Six Sigma
- PMP
- Microsoft
- X-Ray Technician
- Physical Therapy Aide

## CERTIFICATE:

- Hospital  
Transcriptionist
- Medical Coder
- Travel Agent
- Library Technician



# CREDENTIAL OPPORTUNITIES ONLINE

C

**Army:** <https://www.cool.osd.mil/army/>

O

**Navy:** <https://www.cool.navy.mil/usn/>

O

**Marine Corps:** <https://www.cool.navy.mil/usmc/>

L

**Air Force:** <https://www.afvec.us.af.mil/afvec/af-cool/welcome/>

**Coast Guard:** [www.cool.osd.mil/uscg](http://www.cool.osd.mil/uscg)

# ACTIVITY: GAP ANALYSIS

## WHERE AM I NOW?

<b>Where am I now?</b>
Current MOC:  _____
<i>Use VMET, JST, CCAF transcript, ESS-CG, CG-4082, and evaluations to complete this column.</i>
Experience and skills I have:     
Education and training I have:     
Credentials (license, certification, certificate) I have:     

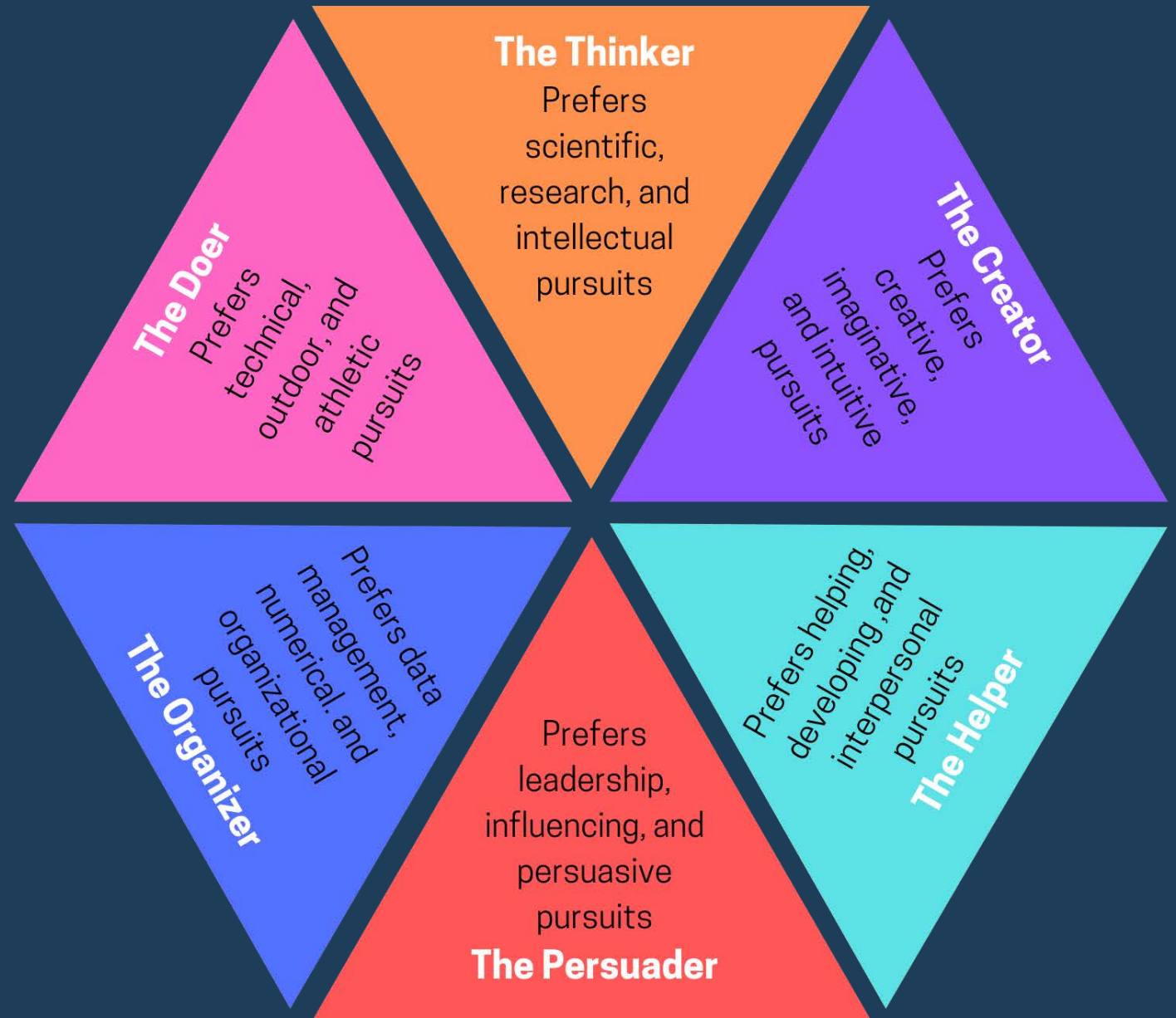
1. Use the VMET, JST, CCAF transcript, ESS-CG, CG-4082, and evaluations to find the following information:
  - a. Experience and Skills
  - b. Education and Training
  - c. Credentials (license, certification, certificate)
2. Complete the “Where am I now?” section of the Gap Analysis.

# WHERE AM I GOING?

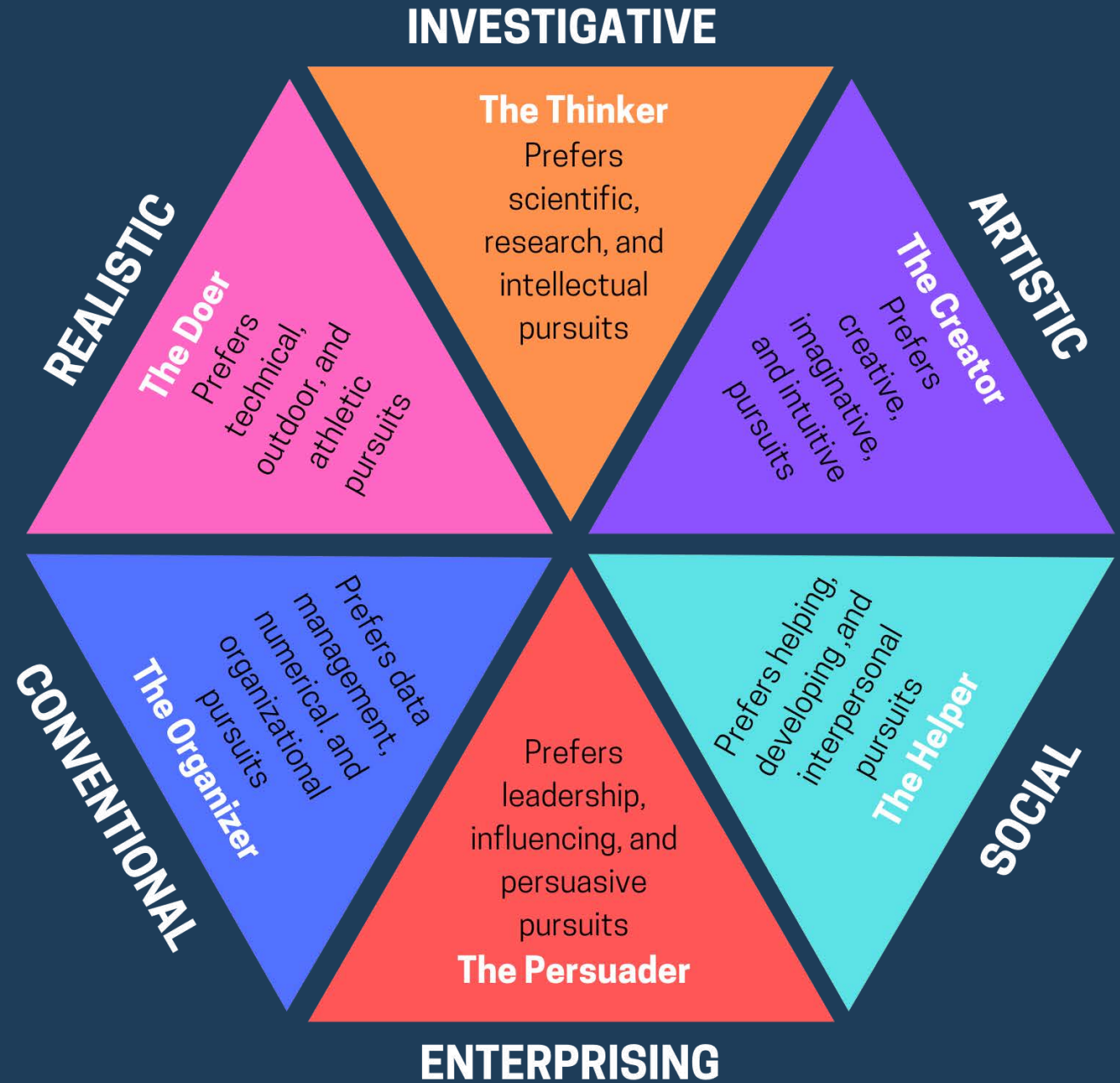
<b>Where am I going?</b>
Civilian Occupation: <hr/>
<i>Use results from My Next Move for Veterans and O*NET to complete this column.</i>
Experience and skills this occupation requires:   
Education and training this occupation requires:   
Credentials (license, certification, certificate) or any other requirements for this occupation:   

- Civilian Occupation
- Experience and skills required
- Education and training required
- Credentials:
  - License
  - Certification
  - Certificate

# RIASEC MODEL

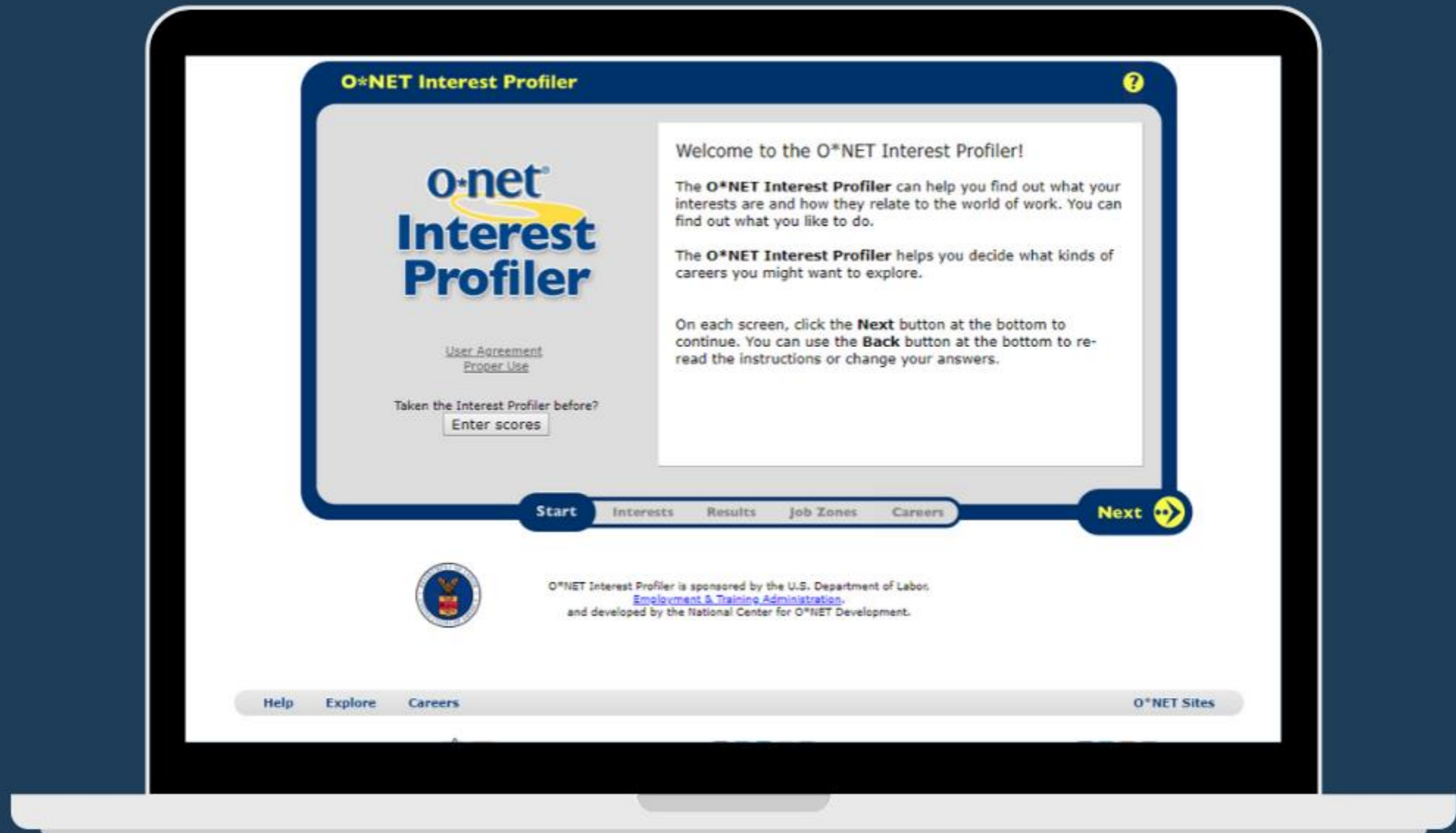


# RIASEC MODEL






# O\*NET INTEREST PROFILER




# O\*NET INTEREST PROFILER QUESTIONS






MY NEXT MOVE 



HOME SEARCH INDUSTRIES INTERESTS

## O\*NET Interest Profiler

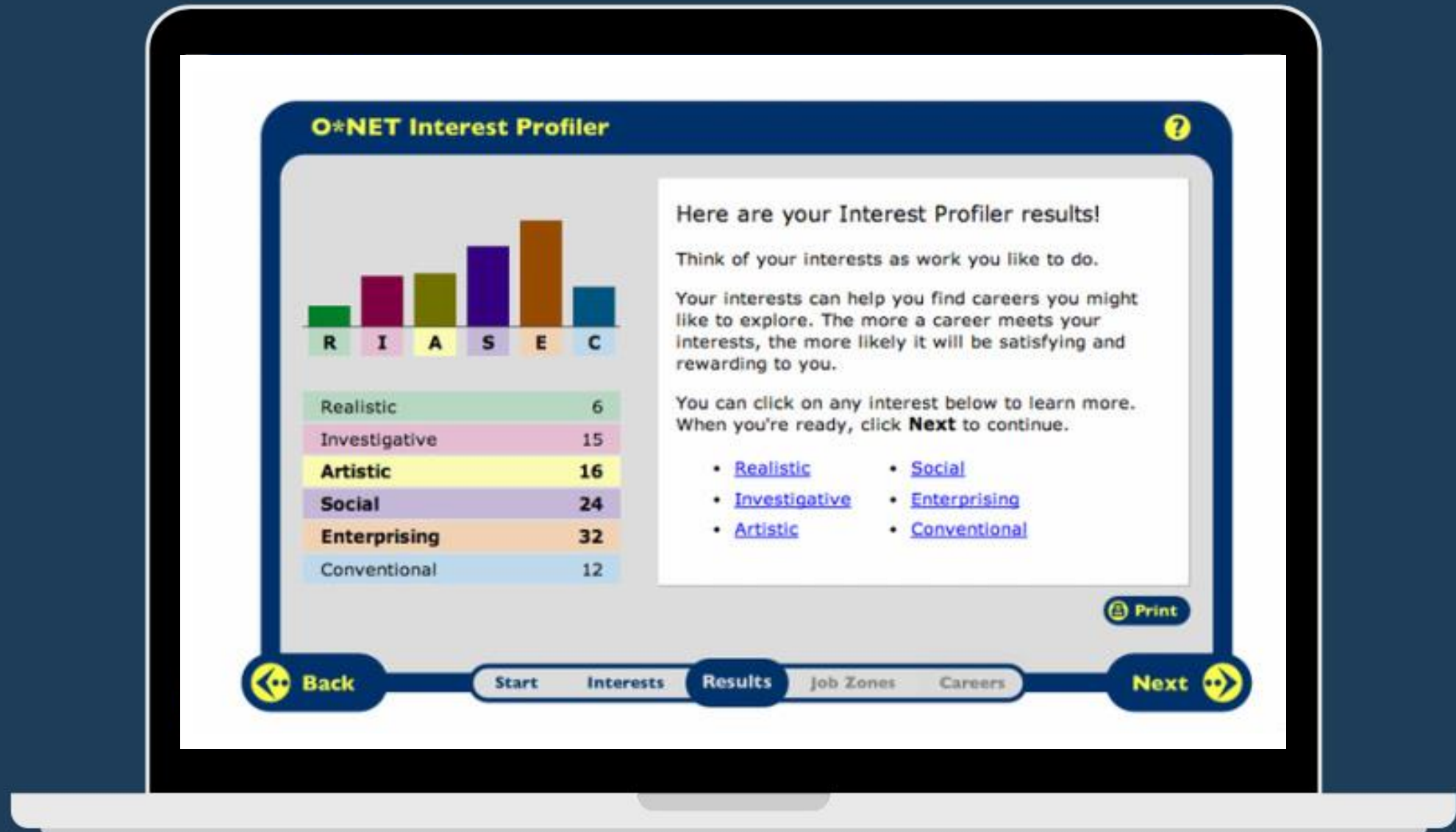
Progress: 

Page 1 of 5  
1 of 60 questions

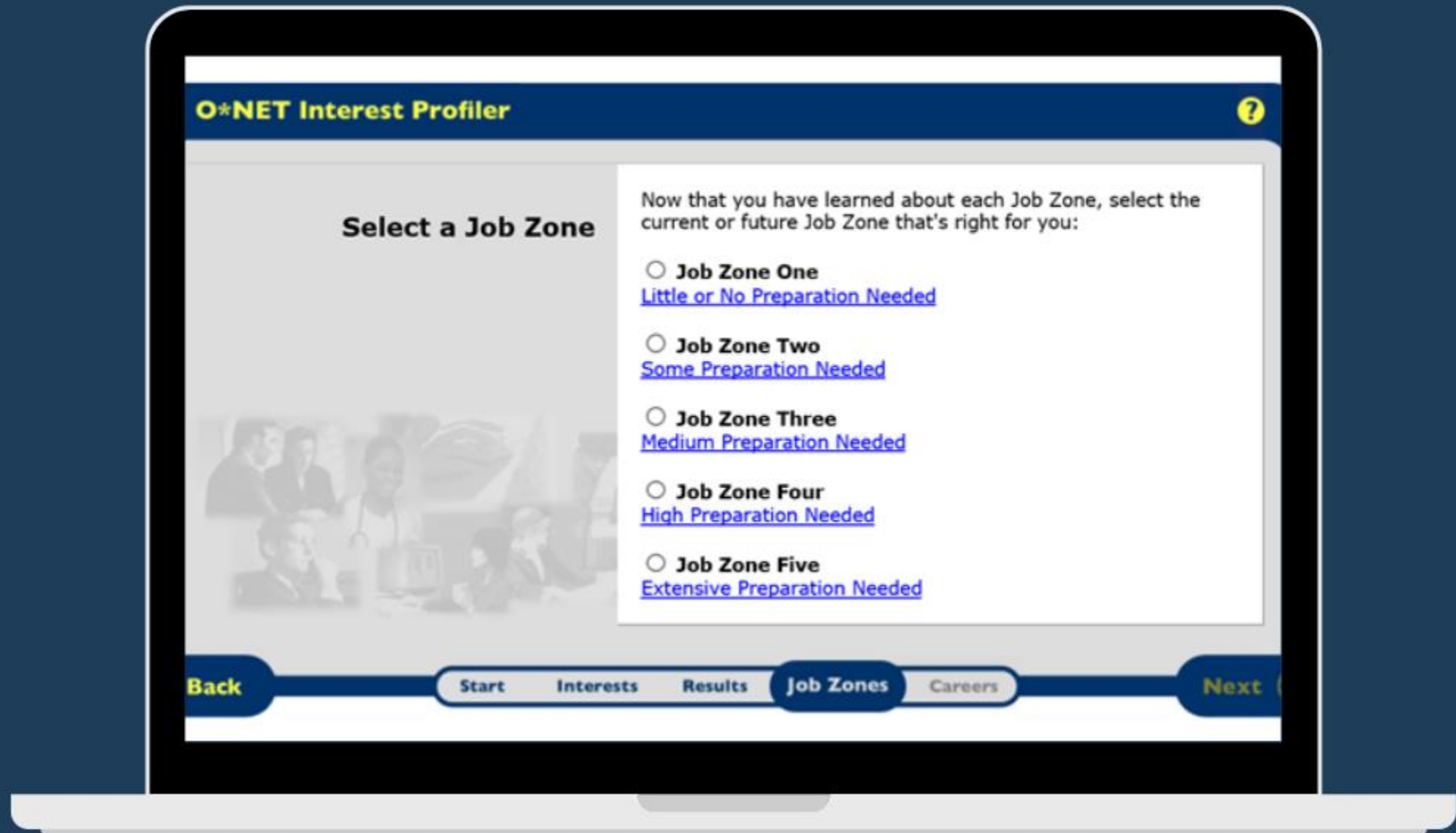
						
1	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Build kitchen cabinets
2	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Lay brick or tile
3	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Develop a new medicine
4	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Study ways to reduce water pollution
5	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Write books or plays
6	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Play a musical instrument
7	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Teach an individual an exercise routine
8	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Help people with personal or emotional problems
9	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Buy and sell stocks and bonds
10	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Manage a retail store
11	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Develop a spreadsheet using computer software
12	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Proofread records or forms

 Back Start **Interests** Results Job Zones Careers  Next

# O\*NET INTEREST PROFILER RESULTS



# O\*NET JOB ZONES



The screenshot shows the 'O\*NET Interest Profiler' interface. The title bar is dark blue with 'O\*NET Interest Profiler' in yellow text and a question mark icon on the right. The main content area has a light gray background. On the left, the heading 'Select a Job Zone' is in bold black text. Below it is a faded image of a group of people. On the right, a white box contains the instruction: 'Now that you have learned about each Job Zone, select the current or future Job Zone that's right for you:'. Below this are five radio button options, each with a bold title and a blue underlined description: 'Job Zone One' (Little or No Preparation Needed), 'Job Zone Two' (Some Preparation Needed), 'Job Zone Three' (Medium Preparation Needed), 'Job Zone Four' (High Preparation Needed), and 'Job Zone Five' (Extensive Preparation Needed). At the bottom, a dark blue navigation bar contains buttons for 'Back', 'Start', 'Interests', 'Results', 'Job Zones' (which is highlighted), 'Careers', and 'Next'.

**O\*NET Interest Profiler**

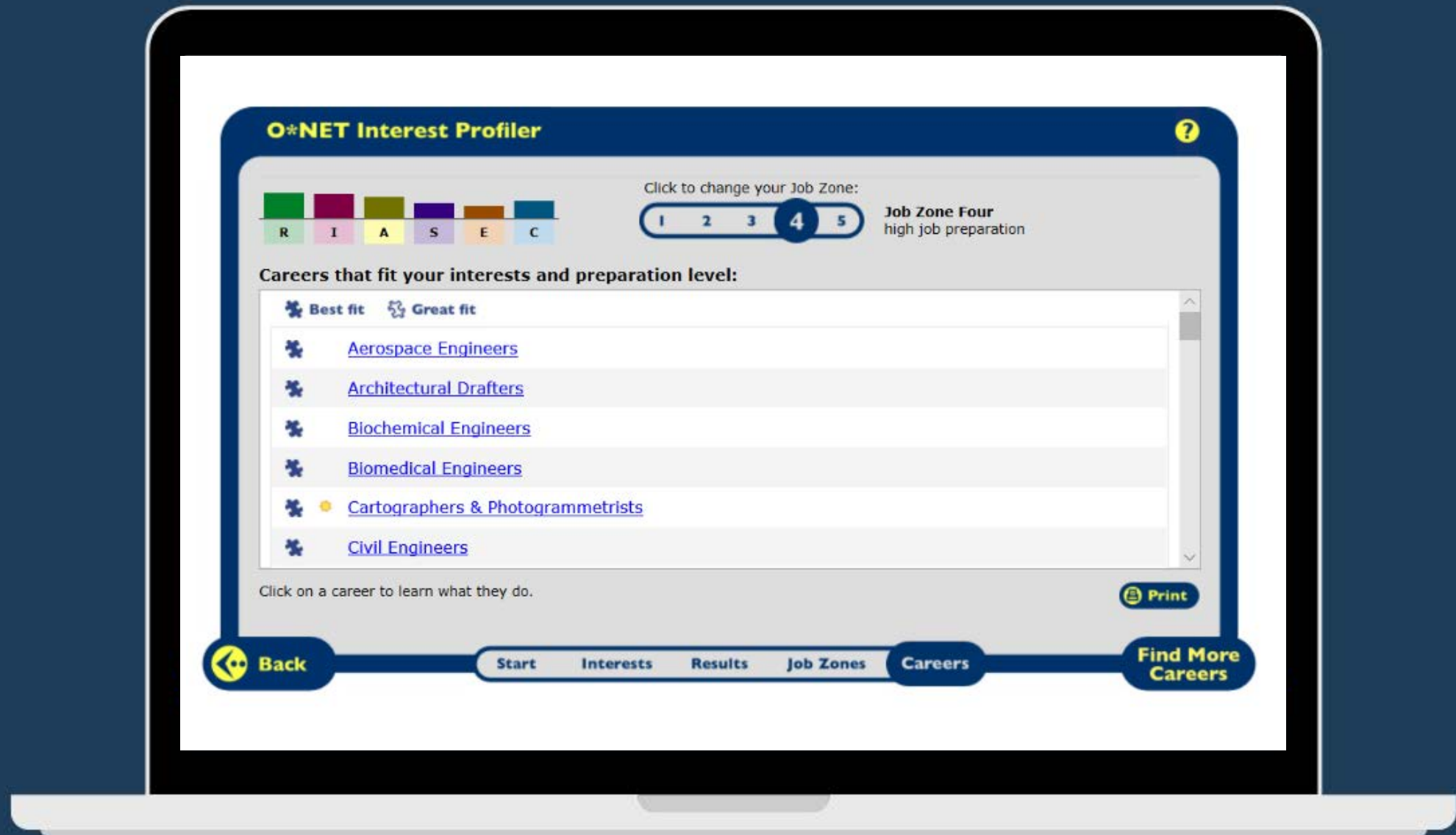
**Select a Job Zone**

Now that you have learned about each Job Zone, select the current or future Job Zone that's right for you:

- ☐ **Job Zone One**  
[Little or No Preparation Needed](#)
- ☐ **Job Zone Two**  
[Some Preparation Needed](#)
- ☐ **Job Zone Three**  
[Medium Preparation Needed](#)
- ☐ **Job Zone Four**  
[High Preparation Needed](#)
- ☐ **Job Zone Five**  
[Extensive Preparation Needed](#)

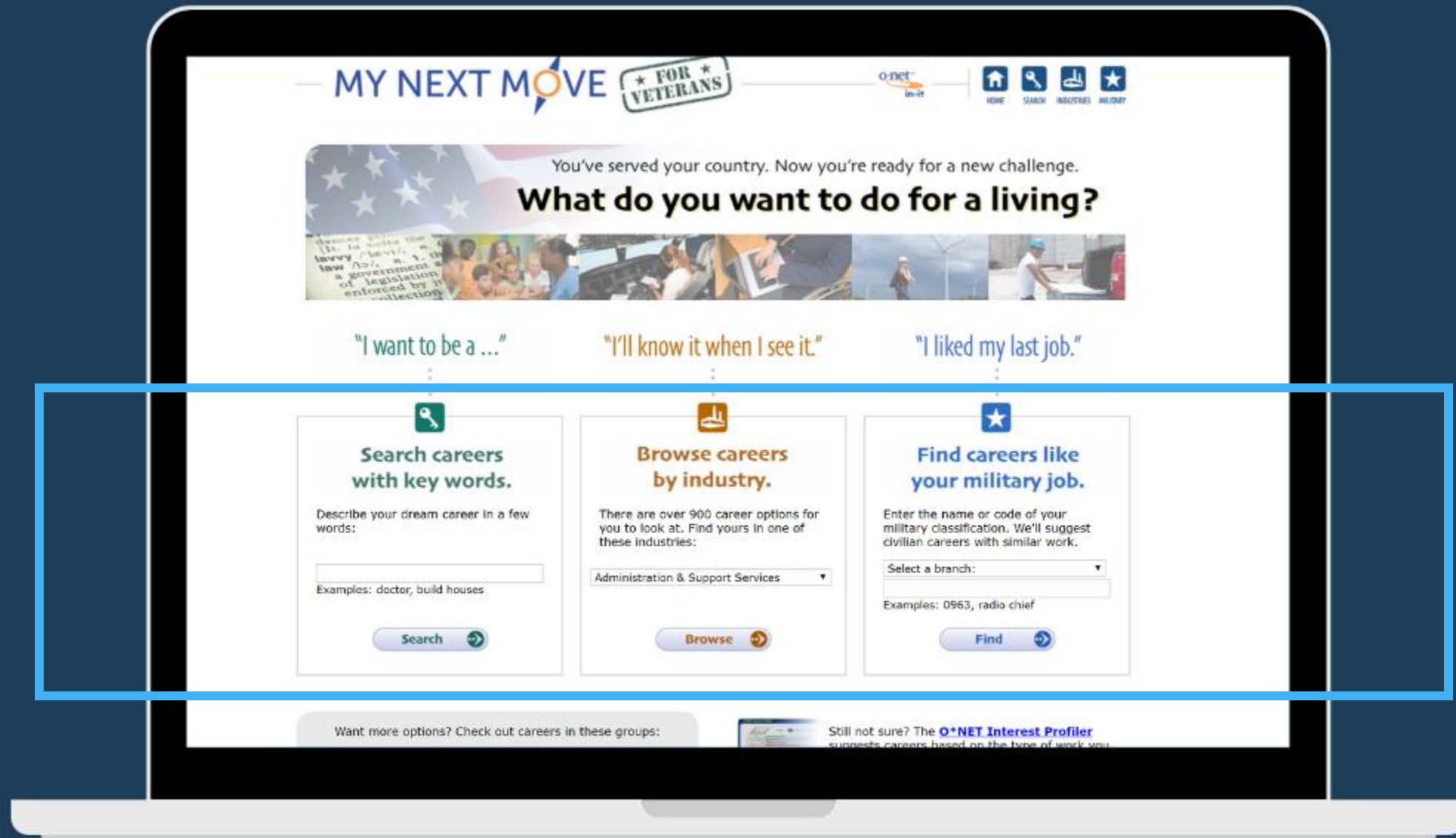
**Back** Start Interests Results **Job Zones** Careers **Next**

# CAREER EXPLORATION





# MY NEXT MOVE FOR VETERANS



# ACTIVITY: GAP ANALYSIS



Where am I going?
Civilian Occupation: <hr/>
<i>Use results from My Next Move for Veterans and O*NET to complete this column.</i>
Experience and skills this occupation requires:   
Education and training this occupation requires:   
Credentials (license, certification, certificate) or any other requirements for this occupation:   

## WHERE AM I GOING?

1. Use the O\*NET Interest Profiler, My Next Move for Veterans and COOL websites to find the following information:
  - a. Experience and Skill
  - b. Education and Training
  - c. Credentials (license, certification, certificate)
2. Complete the [Where am I going?](#) section of the Gap Analysis.

# ACTIVITY: GAP ANALYSIS



What do I need to fill in the Gap?

Experience and skills I need to obtain:

Education and training I need to obtain:

Credentials (license, certification, certificate) I need to obtain:

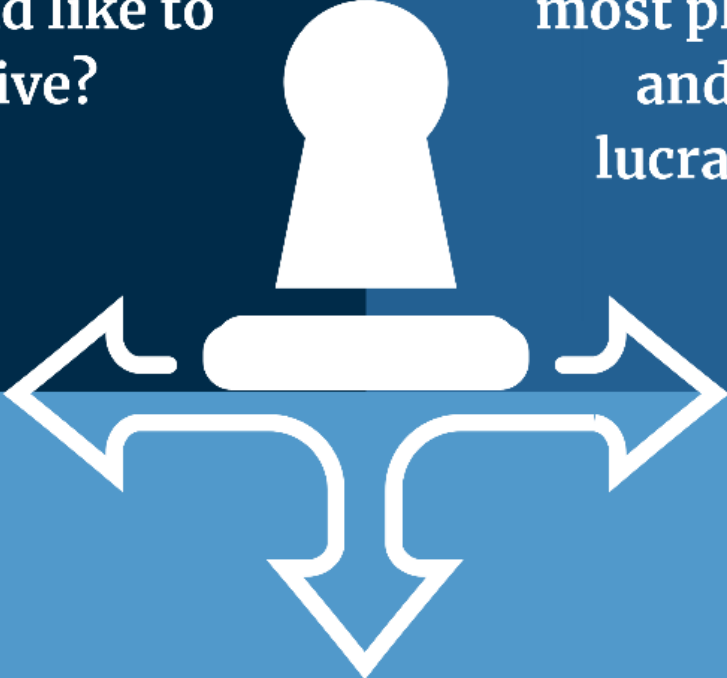
## WHAT DO I NEED TO FILL IN THE GAP?

1. Analyze your findings under Where am I now? and compare to Where am I going?
2. Fill in the What do I need to fill in the Gap?
  - a. Experience and Skill
  - b. Education and Training
  - c. Credentials (license, certification, certificate)

# INFLUENCES ON CAREER SELECTION

Should I choose  
a career based  
on where I live  
or where I  
would like to  
live?

Should I choose  
a career/location  
based on where  
the jobs are  
most plentiful  
and/or  
lucrative?



Should I let my career choice dictate  
where to live?

# SUMMARY

- Identified your current education, skills, abilities, experience, and credentials
- Identified career opportunities based on your interests
- Researched the requirements for your chosen career
- Documented the gap between your current skill set and the requirements for your civilian career



# NEXT STEPS

- Ensure your current Transition Track is correct based on your Gap Analysis.
- Make a plan to fill the gaps between your current skills and those required for your chosen civilian career field.
- Contact your local personnel office and confirm the accuracy of your official military record.

# QUESTIONS?

## Reminder:

We are here to help YOU! If you have any questions at any point during your transition, please let us know.



# TAP PARTICIPANT ASSESSMENT



## We want your feedback!

Your feedback is anonymous and very valuable to the success of TAP. **Every** comment is read and addressed as appropriate.

- Use computer or mobile device
- Go to: <https://www.dodsurveys.mil/tgpsp/>
- Select **MOC Crosswalk**
- Complete assessment

*OR...*SCAN THIS QR CODE WITH  
YOUR PERSONAL DEVICE TO  
BEGIN THE ASSESSMENT

