# Stop bias from getting into your job posting

Use the chart below to replace common biased words and phrases with unbiased alternative options in your job postings.

| BIASED LANGUAGE | UNBIASED LANGUAGE |
|---|---|
| ✗ Energetic | ✓ **Highly engaged** |
| ✗ Digital native | ✓ **Power user of [specific tool]** |
| ✗ Tech-savvy | ✓ **Able to adopt new technology** |
| ✗ Fresh ideas | ✓ **Creative** |
| ✗ Young | ✓ **Adaptable** |
| ✗ Go-getter | ✓ **Productive** |
| ✗ High energy | ✓ **Highly engaged** |
| ✗ Agile | ✓ **Can navigate obstacles** |
| ✗ Super-connected | ✓ **Cultivates professional networks** |
| ✗ Career-oriented | ✓ **Committed to achieving team goals** |

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| BIASED LANGUAGE | UNBIASED LANGUAGE |
|---|---|
| ✗ GPA | ✓ **Ability to apply new knowledge** |
| ✗ 7-10 years' experience | ✓ **7+ years of experience** |
| ✗ Graduation year | ✓ **Education level** |
| ✗ Recent college grad | ✓ **Entry-level** |
| ✗ 2-5 years as a manager | ✓ **2+ years' management experience** |
| ✗ Track record of promotion | ✓ **Self-motivated learner** |
| ✗ Required | ✓ **Preferred** |
| ✗ Start-up atmosphere | ✓ **High-growth organization** |
| ✗ Fast-paced | ✓ **Comfortable with change** |
| ✗ Cultural fit | ✓ **Company values** |
| ✗ Salary commensurate with experience | ✓ **Salary range** |