

DRESS FOR SUCCESS

APPEARANCE IS THE FIRST IMPRESSION THE INTERVIEWER HAS OF YOU

Tips for Women

1. Your clothes are your *IMAGE*, check the mirror and see what others see.
2. It is better to be **overdressed** than underdressed.
3. Have your suit and shirt *professionally pressed and cleaned*.
4. Try on your outfit **BEFORE** the day of the interview, if it's too tight or too loose – don't wear it.
5. Black, Navy or Gray CONSERVATIVE suit – can be pants or skirt set.
6. **NO** Dresses or low cut tops.
7. Light colored *button-ups* and simple classic *shells* under your suit.
8. Keep makeup **simple** and jewelry to a **minimum**.
9. Neat, professional *hairstyle* and manicured *nails*.
10. If you have long hair, pull it *out of your face* so you do not play with it and distract the interviewer.
11. **Perfume**, one squirt is enough.
12. Bring a portfolio or briefcase to the interview.

Women Shoe Tips:

- Should be as dark or darker than your suit
- Keep them polished
- Wear closed toed and closed heeled shoes
- No more than a 1 ½" heel
- Wear tan or black hosiery

Tips for Men

1. Your clothes are your *IMAGE*, check the mirror and see what others see.
2. It is better to be **overdressed** than underdressed.
3. Have your suit and shirt *professionally pressed and cleaned*.
4. Try on your outfit **BEFORE** the day of the interview, if it's too tight or too loose – don't wear it.
5. Black, Navy or Gray CONSERVATIVE suit.
6. A Long sleeve *white* or *light blue* shirt is best. No short sleeve shirts.
7. Wear a conservative tie that completes the package.
8. Empty pockets – no bulges or tinkling coins.
9. **Get a haircut**; short hair works best in interviews.
10. Go easy on the *aftershave*.
11. Bring a portfolio or briefcase.

Men Shoe Tips:

- Should be as dark or darker than your suit
- Black lace-ups are best
- Keep them polished, including the backs and edges or the sole
- Wear socks that match your pants