

# DRESSING FOR SUCCESS

*(A short guide on what and what not to wear during your job search)*

## Fundamental Guidelines to Follow When Dressing for Success

1. You always want your skills and experience to be the focal points of your interview, not what you are wearing.
2. Conservative is always better.
3. It is always better to be overdressed than underdressed.
4. Anytime you are giving out your resume, going to a company presentation, or meeting with a contact in the industry, regardless of circumstances, business casual is a minimum.
5. Once you are “in” the company (i.e., you have the job), then you can judge what is acceptable by the company. Until then, follow the rules below.
6. These are general guidelines. Different career fields may be more or less conservative so do your research.

## For Interviews

### ***Women***

#### Do's

- Professional dark business suit (black, dark blue, grey).
- Conservative jewelry (small earrings, one ring not three, small necklace, etc.)
- Stockings/Pantyhose are a must when wearing a skirt.
- Conservative make-up and nail polish (shy away from reds and pinks, stick with neutral colors).
- If possible, keep hair away from face or up in a bun.
- Skip the perfume or use sparingly.
- Bring a briefcase or portfolio.

#### Don'ts

- High hemline on skirt, the skirt should be only a few inches above the knee (anything higher looks extremely unprofessional).
- Low-cut blouse. Blouses need to be buttoned up to the top or second to top button.
- Open-toed shoes.

### ***Men***

#### Do's

- Professional dark business suit (black, dark blue, grey).
- Conservative ties (this is not the time for Mickey Mouse).
- Clean-shaven.
- Polished shoes that match/complement the suit.
- Skip the aftershave or use sparingly.
- If you choose to wear jewelry, limit it to a watch, ring and/or cuff-links.
- Bring a briefcase or portfolio.

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