

# DRESS FOR SUCCESS

## When selecting...

### Suits

- Choose black, gray, navy, taupe, or muted plaids and subtle accent stripes
- Knee or calf-length skirts only
- Invest in one or two quality suits instead of a few cheap ones

### Shirts

- Choose brighter colors and minimal patterns to accentuate suit
  - White is the most professional look
- Cotton and silk fabrics are best
- Always wash/iron or professionally launder

### Ties

- Choose solids or minimal patterns
- Tip of tie should barely touch belt buckle

### Belts

- Choose black or brown, whichever best matches the suit
- Match with shoes

### Shoes

- Wear what is comfortable and break them in before the interview!
- Simple black, brown, navy, or taupe shoes to match suit are best
- Should be closed heel/toe and 3 inches or shorter
- Wear matching, dark, mid-calf or higher socks with pants and *always* wear nylons or tights with skirts

### Jewelry

- Wear in moderation (it shouldn't distract from you!)
- Invest in a quality, leather or metal band watch to match outfit
- Simple necklace, stud earrings, ring, and leather or metal band watch is appropriate

### Accessories

- Invest in a quality pen, briefcase, portfolio, and wallet

### Grooming

- Fresh shaven/trimmed face
- Fresh haircut
  - Put hair in comfortable position off the face so you're not adjusting during the interview
  - Natural hair colors are best
- Clipped and well-manicured fingernails (clear or nude polish if polished)
- Don't wear strong perfume/cologne/lotion
- If worn, makeup should be natural to enhance features

### Overall

- Neatness always counts; it shows professionalism and attention to detail!
- Go for professionalism, not glamour
- When you're not sure how to dress, be conservative and dress in business professional