

# DRESSING FOR AN INTERVIEW

## FOR MEN



- Wear a suit (navy, dark gray, or black) with a button-down shirt (white, preferably) and a tie. Your shirt and tie need to be professional and not too bright or distracting.
- Wear dark socks. No athletic socks!
- Match your belt to your dress shoes - we recommend leather for both.
- Be well-groomed with a clean haircut, little or no jewelry, and trimmed fingernails.
- Brush your teeth, wear deodorant, and limit the aftershave.
- Wear a professional-style watch.
- Bring a leather portfolio where you keep an extra résumé, questions you've prepared that you would like to ask during your interview, paper to take notes, and a pen.

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## FOR WOMEN



- Wear a pant or dress suit (navy, dark gray, or black) with a conservative blouse or button-down shirt. When standing, the skirt should reach the tip of your finger with your arm extended. Neutral pantyhose. Choose colors that aren't too bright.
- Match your shoes to your outfit; avoid stilettos and instead opt for conservative closed-toe heels, wedges, or flats.
- Limit jewelry, particularly dangling earrings or that which makes noise, like bangles.
- Style your hair in a way that is not distracting or hanging in your face.
- Take care to put yourself together by wearing light makeup, mild perfume, having manicured nails and brushed teeth.
- Bring a leather portfolio where you keep an extra résumé, questions you've prepared that you would like to ask during your interview, paper to take notes, and a pen.

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**NOTE:** Your default should always be to wear business professional attire to an interview; however, there may be some instances that the company you are applying for has a very casual atmosphere. Do your research, and when in doubt, err on the side of being more formal than less.