Interview Dress for Women

THE BASICS:

• Stay away from sheer clothing, low-cut shirts, and anything that shows your belly. Short skirts do not work. Provocative is not professional.

• Get rid of visible body piercings and cover up tattoos. It might seem unfair, but the fact is you could be overlooked for a job because of a tongue stud or tattoo.

• Forget casual wear and worn, torn shoes. Use some shoe polish to shine up your look, or if you can afford to buy new shoes, do.

• Think conservative. Think black, navy or dark brown business suit. It’s better to be overdressed than underdressed.

• Make sure your clothing fits. Uncomfortable clothing is distracting. Your focus should be on what you are saying, not on what you are wearing.

• When you are shopping for interview suits, consider buying a more expensive outfit if it has classic lines and good fabric. It will wear better than a trendier, less expensive suit. You can always add new tops and accessories to freshen your look.

• Stick with solid, dark colors: navy, brown or black.

• You can add style and flare to a black suit with a brightly colored blouse. Keep jewelry and makeup to a minimum.

• Think about your field. If you are going into banking, play it safe with conservative suits. Those in other fields, like fashion or art, can stray a little farther from the most conservative clothing. Those companies may even want you to show your fashion sense. Do some research so you know what clothing is typical of your industry.

• Keep your skirt length at the knee. Check yourself by sitting down in front of a mirror.

• Make sure your shoes are closed toe with a conservative heel. Wear pantyhose.

• Go easy on the perfume. You don’t want to offend anyone.

• Wash and fix your hair in a professional manner. Check your makeup, hair and clothing just before you enter an interview.
Interview Dress for Men

THE BASICS:
- First Impressions count significantly. You don’t get a second chance to make a first impression.
- An interviewer will check you out from head to toe to make sure that you fit the image of their company. Dress conservatively and professionally. Avoid trendy clothing, big patterns, and bright colors.
- Dress the part and research ahead of time what to wear for an interview. Don’t wait to the last minute to try and find a suit. Get it weeks beforehand, so it is tailored and ready to go.

Specific Clothing Tips:

Interview Suit
- Wear a navy, navy pinstripe, charcoal gray, or charcoal gray pinstripe suit for a first job interview. Avoid black since it is more formal.
- Wear a jacket with 2 or 3 buttons. Stay away from jackets with more than 3 buttons since they are considered to be trendier.
- Wear plain front or pleated slacks. Make sure to get them tailored properly, wearing dress shoe shoes with an average heel, not sneakers.
- Wear your pants at your natural waist which is right below your belly button. Do not wear them down low, or they will look sloppy. Pants should be able to stay up on your waist without a belt. Pant length matters. You don’t want pants to be too long or that will look unfinished and untailored.
- Match your sock color to your pants color. For example, charcoal gray socks would be worn with a charcoal gray suit.

Interview Dress Shirt
- Wear long sleeve dress shirts, not short sleeves.
- Show a quarter inch of your dress shirt at the bottom of your jacket sleeve.
- Wear a white or light blue shirt. These are the only two colors that are recommended for a first interview.

Interview Tie
- Wear a conservative tie with a small pattern that complements your suit. Avoid big patterns and bright colors.
- It’s fine to wear a striped tie with a pinstripe suit as long as they don’t clash.
- The bottom of your tie should hit right at your belt.
- Tie a medium size knot. Avoid big knots.

Overall Appearance
- A well groomed, conservative and professional appearance is important.
- Avoid wearing jewelry. If you wear a watch, it should be conservative. You can wear one ring, but avoid bracelets.
- Your suit should be pressed, not wrinkled.
- Your shoes should be polished.
- Avoid colognes and perfumes since they can offend people.
- Trim and clean your fingernails.
- Check your appearance BEFORE you enter an interview.