

INTERVIEWS – How to Dress

What should your interview outfit say about you?

- You are a professional, not a student
- You care about your image and making a good first impression
- You understand the nature of your target industry
- You respect the person/company with whom you are interviewing

General Tips for Everyone

Outfit is clean & neatly pressed
Minimal fragrance/cologne – preferably none
Cell phone stays in the car
Sunglasses stay in the car or in a bag

Shoes are clean & polished
No gum or candy
Take padfolio and pen
Well-groomed hair and nails

For Men

Suit:

2 piece matched suits are best in a dark color (dark grey, navy, black)

Suit jackets typically have stitches to hold vents on the back and on the sleeves – remove them if they are still in tact. Also the tag stitched on the outside of the sleeve is not meant to stay there for show – cut it off!

Shirt:

Long sleeved button down, even in hot weather! Choose a white, light blue or a light pastel color. Avoid being too trendy.

Tie:

Select good quality silk ties. Avoid extremes such as characters or bold graphics.

Shoes:

Dark color, leather, business shoes.

Socks:

Dark color, mid-calf length so no skin is visible when you are sitting.

Belt:

Dark color, preferably same color as shoes.

Facial Hair:

If worn, be well-groomed. Neatly trimmed mustache, but preferably no facial hair other than mustache. Observe others in your industry to see what is acceptable.

Rings & Jewelry:

The only rings you should wear to an interview are a wedding ring and/or a college ring. Removing earrings is safest.

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For Women

Suit:

2 piece matched suits are best. Choose a conservative color – nothing too bright or bold.

Suit – Pant/Skirt:

Tailored pants suits are appropriate. Pants should be creased and fit well – not too short or too long. Skirts should be knee length so that no thigh is showing when you are seated. Be sure look at yourself sitting in the skirt facing a mirror to ensure it projects a professional image and is not distracting. A small slit is appropriate in a skirt, but high slits are not. Remember to project a professional image – you are not going out on the town!

Shirt:

Choose a tailored blouse or fine-gauge knit shell to wear underneath the suit jacket. Do not show cleavage.

Shoes:

Closed-toe pumps are best with a 1-2 inch heel. Avoid sandals, stilettos, wedges, and platforms. Be sure you can walk comfortably in the shoes – hobbling in uncomfortably heels is not the image you want to send. And on-site interviews may include a good bit of walking.

Hosiery:

Choose a sheer shade close to your skin tone or a neutral color. Sheer is preferred over opaque (tights).

Jewelry:

Keep jewelry simple and to a minimum. No over-sized earrings or rings. No more than 1 ring per hand is appropriate.

Cosmetics:

Keep makeup light and natural. Nails should be a clear or neutral polish color.

Purse/Bag:

Choose either a small purse and padfolio or a business-like tote bag that will hold your padfolio and conceal personal items. Avoid purses or bags that have bold prints, look like beach/pool bags, or are little-girlish.

