



Presenting Yourself for Success

The results of your interview can be based on a lot more than just your work experience, education, skills, and how you answer the interviewer's questions. How you present yourself during the interview can have a huge impact on how successful your interview is.

First impressions mean a lot. You only have a certain amount of time with the interviewer and how you present yourself matters. Presentation refers to how you are dressed, your general attitude, and behavior during an interview.

Dress codes vary depending on industry, the type job, the organizational culture, and geographic region. For example, smaller companies can sometimes tend to have a more casual environment and the dress code is business casual. On the other hand, larger, more corporate environments tend to be on the more business formal side of the spectrum. You won't know this for sure until you visit the company.

My rule of thumb is to err on the side of dressing up, and to dress the next level higher than you think the employees typically dress. For example, based on the industry and type of job, you anticipate that people at a company dress business casual, then you will want to dress business formal at your interview. During the interview, will want aim to be the most dressed up person in the room.

In addition to how you dress at the interview, your general attitude and how you behave & present during an interview is equally important. You will want to remain professional at all times and not become too chummy with your interviewers. There will be plenty of time later to establish work friendships. Try to remember to smile during the interview, show that you have a sense of humor, and keep a positive attitude. Things like slouching, using slang, chewing gum, looking annoyed, or any other inappropriate behavior will reflect poorly on you.

On the second page is an infographic that provides some guidelines and tips for specific items to wear during an interview.

Dress for Success: Women and Men



What do you wear to a career fair?
To a job interview?
To your first day on the job?

Look professional—first impressions count. **HERE'S WHAT TO WEAR:**

What to Wear: Women



SUIT: Wear a conservative suit or conservative dress in black, navy, or dark gray. Skirt length should fall just at or barely above the knee. Pants should be hemmed to skim the top of your shoes.



SHIRT: Pair your suit with a white or light colored blouse, a nice sweater, or a shell.



HOSIERY AND SHOES: Hosiery should be plain or neutral. Shoes should be a closed-toe pump or low-heeled shoe that matches your suit.



ACCESSORIES: Wear a minimum amount of jewelry: small earrings, a watch, a ring.



GROOMING: Have a well-groomed hairstyle and wear minimal and natural-looking makeup. Your fingernails should be clean. Wear a light polish or no polish.



WHAT NOT TO WEAR: Short skirts, shorts, see-through or low-cut shirts, sandals, clanking or large jewelry

What to Wear: Men



SUIT: A conservative, two-piece suit in black, navy, or dark gray is appropriate. Khakis, if business casual is called for.



SHIRT: Pair it with a long-sleeved white or light blue tailored shirt



TIE: Choose a conservative tie. Look for something with stripes or a small pattern.



SHOES: Wear polished dress shoes, dark socks, and a belt to match your shoes.



ACCESSORIES: Wear a minimum amount of jewelry: a watch, a ring.



GROOMING: Have a well-groomed hairstyle and clean fingernails.



WHAT NOT TO WEAR: Shorts, jeans, t-shirt, wild tie