



A trendy outfit you wear to hang out with friends isn't always appropriate for a job search. An employer's attention should be on your qualities as a potential employee, not on your bright sneakers or blinged out cell phone. Business casual is usually most appropriate. For example, khakis and a button down shirt would work well. Use discretion and be conservative when dressing for your job search - from your clothes and accessories to your make-up and fragrance. Remember that a modest, professional approach is always best.

### **Professional Dress Code:**

- All clothes & accessories should be neat & tidy. Make certain there are no stains, rips, or defects in your attire.
- Although it's important to keep makeup & accessories to a minimum, it doesn't mean it's okay to dress down or look sloppy. You shouldn't look like you just woke up or came from the gym.
- Make sure you are well groomed. Shower & wear deodorant. Wash & brush your hair. Clean your fingernails. Brush your teeth. Avoid smoking or eating before the interview.
- If you have an extreme hairstyle, multiple piercings or tattoos, consider removing or covering them while you are job searching.
- Wear sensible shoes that are clean. Don't wear spike heels, platforms, flip flops or old dirty sneakers.

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### **DO NOT WEAR**

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**No rips/stains/wrinkles**

**No denim**

**No flip flops**

**No shorts/capris/miniskirts**

**No tank tops/crop tops**

**No hats/hoodies**

**No low cut tops/pants**

**No undergarments showing**

**No jerseys/athletic wear**

**No flashy/oversize apparel**

**No heavy/dramatic make-up**

**No messy hair/fingernails**

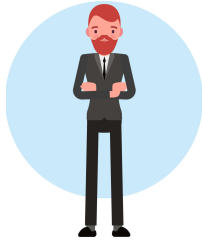
**No smelly breath**

**No perfume/cologne**

**No cell phone**

# COMMON DRESS CODES FOR WORK

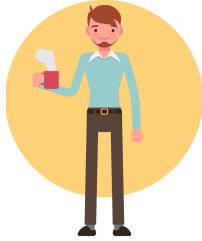
## Business Formal



- ☑ Suits
- ☑ Dress shirts
- ☑ Ties
- ☑ Stockings
- ☑ Closed-toe shoes



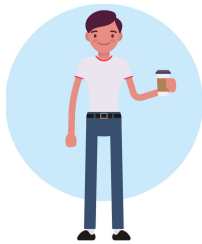
## Business Casual



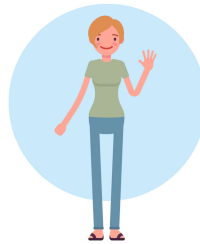
- ☑ Suits
- ☑ Dress shirts
- ☑ Optional ties
- ☑ Polos
- ☑ Sports jackets
- ☑ Dresses
- ☑ Skirts
- ☑ Blouses



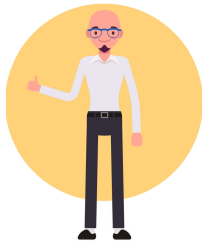
## Casual



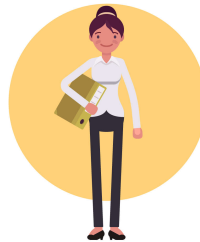
- ☑ Jeans
- ☑ Casual tops
- ☑ T-shirts
- ☑ Shorts
- ☑ Capri pants
- ☑ Athletic shoes



## Uniforms



- ☑ The same outfit for everyone
- ☑ Similar clothing (black pants, white shirt)



## Business Casual Guide

