

Work Attire



The Importance of Work Attire

Even though we would like to think that our skills and abilities get us the job, appearance does count. First impressions are made within five minutes of meeting someone and help shape all future impressions, so it is important to dress professionally. When meeting potential employers, dress appropriately. It is helpful to dress for the job you want.

Learn the Employer's Dress Style

Looking the part can help you make a good first impression in an interview or professional work environment. Below are some tips for learning an employer's expectation for attire:

- Research the organization's culture. A more traditional employer (accounting, finance, law, etc.) will require more traditional clothing. A more creative employer (retail, advertising, the arts, etc.) might offer more flexibility.

- Look at the organization's brochures, website, and employees to guide your dress. What style of clothes is being worn by people who work there?
- Trust your instincts when selecting interview attire, however, lean toward the traditional side when in doubt about what to wear.
- ASK! It is okay to ask employers what their organization's dress code is.



Remember...

Always try on your entire outfit prior to the interview day. The most important aspect is that you are comfortable. Also, don't forget to look at the back of your outfit to ensure you have a polished look coming and going!



Note: these are customs of the U.S.; clothing expectations may vary by location.



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Business Casual Attire

Business casual attire is more like something you would possibly wear outside of work. It is still neat, clean and appropriate, *and* it allows you display more of your own style. Companies may allow business casual attire on Fridays, or clothing that has the organization's logo.

Accessories are allowed. Some examples:

- Slacks, nice jeans, leggings, a dress or skirt;
- Turtleneck, tank top with blazer, or a sweater;
- Flats, boat shoes, boots, sandals, or nice sneakers.



Business Professional Attire

Business professional attire suggests a formal dress style. It is usually expected when interviewing with an employer, or attending a career fair. This outfit usually means wearing a two-piece matched suit, dress shoes, possibly a tie, and minimal accessories.



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Have more questions? Make an appointment with a career advisor.