

Guidelines for Successful Interview Dressing—Women

Formal Professional Wear: Do wear a simple tailored skirt, matching jacket and blouse. This is always the best choice. A tailored dress is acceptable if it is worn with a jacket, but it is still the second choice to a good suit.

This clothing style is appropriate for jobs such as:

Bank teller, Computer operator, Counselor officer, Clerk, Retail sales person

Informal Professional Wear: In jobs that are not so formal, like factory or maintenance work, plan to dress a few notches above the clothing you might normally wear on that job. A skirt, slacks and a blouse or a dress are the best choice.

This clothing style is appropriate for jobs such as:

Bus driver, Childcare provider, Fast food server, Maintenance, Nursing aid

Do's and Don'ts for Interview Dress

- Do wear a skirt or dress whenever possible. Pants are not the best choice for a job interview, even in a casual working environment. If pants are worn, they should be slacks that have a crease. Never wear stretch, form fitting or denim pants.
- Don't wear jeans, denim outfits, tank tops, shorts or other very casual clothing.
- Don't wear anything too short, too tight or too sexy. If your clothing or lack of clothing distracts a business associate, they may have trouble taking you seriously. Skirt length should be no more than two inches above the knee. Sometimes opaque hose can mask a too short skirt. Avoid crossing your legs, especially if you are wearing a short skirt.
- Don't show too much skin. This means cleavage as well as arms. So this means staying away from low-cut and sleeveless tops and also sheer fabrics.
- Do wear traditional daytime fabrics. Don't wear satin, velvet, glittery or leather fabrics.
- Don't wear iridescent or neon colors.
- Do wear pleasant colors - women have a wide choice in beautiful colors. Most are acceptable on interviews.

The best color choices for an interview outfit:

Grey or navy - An excellent color especially for conservative organizations.

Blue - A favored color especially if being interviewed by a male.

Black - Can be perceived as being "too strong" for an interview. If black is worn, soften the color by using white or pastel accents.

Accent colors:

White, cream, light grey or blue - Good neutral colors for blouse or shirt.

Yellow - Gives impression of a productive and creative person.

Red - A powerful color for small accents such as a scarf.

Orange - A good accent color encourages conversation.



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Accessories

Shoes

- Check your shoes. Employers watch the type of shoes that you wear.
- Simple pumps are the best bet. Never wear sandals, neither flat nor heels, even if they are dressy.
- The color of your shoe should match, not contrast, your outfit. Wear beige, black, brown, navy or gray. Do not wear bright colors like red, yellow or gold.
- Gym or sports shoes are a definite no-no even if the job has an informal atmosphere.

Hosiery

- Stockings must always be worn on a job interview. Never wear socks.
- Stockings should be sheer and match the outfit that you wear. They can match your skin tone or be neutral toned (cream, black, brown, navy or gray) to match, but not contrast, your outfit.
- Patterned, printed, seamed or colored stockings should not be worn.

Jewelry

- Jewelry, when tastefully worn, is always an asset to your outfit. A beautiful pin or a favorite bracelet can add to your outfit and can help you feel comfortable.
- Do avoid wearing too much jewelry. This means wearing one bracelet or one necklace instead of many. Wearing too many rings can distract from your total appearance. As a rule wear, only three pieces of jewelry at one time, not counting your watch.
- Be cautious of wearing dangling earrings unless they are small. Also, do not wear multiple earrings.
- Leave the nose rings, eyebrow rings, lip rings and other piercing at home.

Undergarments

- White or beige undergarments should be worn. Only wear black or dark undergarments under dark clothing. Never go without wearing undergarments.
- Check the mirror to make certain that your bra straps or slip is not showing.

