Dress for Success

- 55% of another person’s perception of you is based on how you look.
- Dress for the job you want, not the job you have.
- “75% of recruiters believe that how a person dresses for work affects one's job, salary, and possible promotions (http://wingsforsuccess.org)
- “Your first impression is always a lasting impression”

Tips for Success in Any Business Situation

1. When in doubt, dress conservatively.
2. A suit (suit & tie for males) will suffice in most situations
3. Make sure your outfit is wrinkle-free.
4. Stick with solid colors and tighter-woven fabrics or simple patterns.
5. Accessories should be kept simple: basic pumps, modest jewelry, light make-up & light perfume.
6. Wear a belt and a watch.
7. Be sure your hair is neatly trimmed or groomed. Avoid the “messy” look.
8. Shirts with lettering or graphics should not be worn.
9. Check your outfit for missing buttons, lint, or a crooked tie.
10. A skirt should be no shorter than the tips of your middle fingers (or just above the knee for good measure).
MEN – PROFESSIONAL & BUSINESS CASUAL

Suit: Black, blue or grey
Shirt: White shirt; Pin-striped or plaid shirt acceptable; Shirt should not be brighter than your tie; Should be past your suit sleeves
Belt: Nice leather, match your shoes, no big buckles
Accessories: watches, handkerchief, pins, cufflinks - Keep at minimum to none

WOMEN – PROFESSIONAL/BUSINESS ATTIRE

Standard Suits (Women)

[Images of various suits and business attire for women]
WOMEN – BUSINESS CASUAL ATTIRE

Business Casual - Top (Women)

**DO:**

- Blazer
- Button down
- Cardigan
- Sweater
- Printed shirt

**DON’T:**

- Tank top
- Tshirt
- Sleeveless blouse
- Sheer blouse

Business Casual - Bottom (Women)

**DO:**

- Dress pants
- Chinos / Khakis
- Cotton pants
- Suit pants
- Capri pants

**DON’T:**

- Jeans
- Cargo pants
- Shorts
- Linen pants
- Leggings
- Printed pants