

# Dress Your Best

Jessie Czerwonka & Kaitlin Luna

Career Counselors, Career Center, University of Colorado Denver, Colorado

**W**ell thought-out clothing can distinguish you as professional, polished, prepared, and serious about the job. Your appearance counts just as much as how you introduce yourself. Take the time to cultivate an appearance that leaves the professional impression you want it to. Observe principals and administrators and notice what they are wearing.

Go to a retailer and get fitted for a professional business suit. Work with the salesperson to choose the appropriate interviewing suit for you. Insist on a classic style; not one that is a current fad. The following are general etiquette guidelines about your professional appearance:

## Men

- Wear a suit with blazer, collared shirt, tie, and dress shoes.
- Maintain facial hair or shave.
- Avoid outrageous colors or patterns, such as neon or plaid; stick to classic colors like navy, brown, gray, or black.
- Be sure to wear pants that fit appropriately at the waist and wear a belt.

## Women

- Wear a pant or skirt suit with closed-toed professional shoes; heels over three inches are not recommended.
- Make sure your top has an appropriate neckline and keep your appearance conservative.
- Be cautious of the skirt length; it should be no shorter than above the knee.
- Avoid too many accessories or excessive makeup; keep it simple.

## Both Men and Women

- Attend to your hygiene and wear your hair professionally.
- Avoid fragrant perfumes or cologne.
- Limit the exposure of tattoos and piercings.
- Bring a portfolio or briefcase to organize and store documents.
- Always iron your attire and make sure you are polished.

## What NOT to Wear

- Tennis shoes, flip-flops, or evening shoes
- Jeans or shorts
- Tee-shirts or low-cut shirts (no cleavage)
- Colorful or patterned socks
- A backpack
- Chipped nail polish
- Ill-fitting pants or skirt
- Clothes that are too tight

Use *Pinterest* to find your professional style. *Pinterest* is a visual social network that allows you to create pin boards based on your interests. Create a board for "Interview Attire" and begin searching for professional business wear and pin what appeals to you.

