

**DRESS
FOR
SUCCESS**

**QUICK
TIPS**

MEN

Dark colored business suit.
Neckties for office and customer service jobs.
Button-down shirts for other jobs.
Dark shoes and dark socks (no tennis shoes).
No baggy pants.
Trimmed hair and mustache.

MEN & WOMEN

Long-sleeved white or pastel shirt or blouse.
Clean, polished shoes.
Well-groomed hairstyle.
Clean, trimmed fingernails.
No more than two rings on each hand.
Minimal cologne or perfume
No gum, candy, or cigarettes.
No visible body piercing.

WOMEN

**A dark colored pantsuit or
knee-length skirt with a jacket.**
No large purses or tote bags.
Nail polish (clear or conservative color).
Minimal use of makeup.
One set of earrings.