

Personal Appearance

Your personal appearance establishes the first impression made and is extremely important in an interview. Regardless of your career field, appropriate interview attire generally is conservative and business-like. Hiring managers often rule candidates out based on the first 5 minutes of the interview.

General Guidelines On Attire, Accessories, and Grooming for Men Preparing for a Professional Interview

- Wear a two-piece business suit (dark color, single-breasted); a quality suit is a good investment.
- A long-sleeved, starched, white, or light-blue Oxford-cloth shirt is best.
- Wear a conservative necktie; avoid busy patterns, loud colors, cartoon characters, and theme ties. The tip of the tie should reach the beltline. Don't let your tie be the reason you stand out to the recruiter.
- Wear over-the-calf dark socks; avoid light-colored socks with dark suit.
- Wear business-style leather shoes that are well-shined; avoid loafers and any style resembling a sports shoe.
- Match shoe and belt color; don't mix brown and black.
- Carry a portfolio or leather-bound pad; do not wear a backpack.
- A wristwatch and ring (at most, one ring per hand) are permissible.
- Choose a well-groomed hairstyle; avoid unusual styles and colors.
- Do not wear cologne—recruiters may be allergic.
- Make sure no body piercing or body art is visible; cover tattoos with clothing if possible.
- Maintain clean, neatly trimmed nails.
- Maintain fresh breath; if using breath mints, finish them before meeting the recruiter; do not chew gum.
- Conduct a quick mirror check if possible; teeth clean, hair combed, shoes free of lawn debris or dirt, tie straight, hands clean.



Tying a Necktie

A Windsor Knot (shown above) is the standard choice for business attire. You can view diagrams and watch how-to-videos online to learn how to perfect this knot.

Helpful Site:
www.tie-a-tie.net
www.youtube.com

To view a CareerSpots video on "Interview Dress for Men" go to:
www.careerservices.uab.edu.