

Las Vegas-Clark County

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# **DRESS FOR SUCCESS**

**TEENS WORK! SESSION 3**

# WHAT'S SO IMPORTANT ABOUT DRESS?

- First impressions are *critical*.
- You are marketing a product – YOURSELF!
- Dress is the ***first thing an employer sees*** when greeting you.
- Will dressing properly get you the job? NO, but it will:
  - Give you a competitive edge
  - Provide a positive first impression.

# HOW SHOULD I DRESS?

- Conservative is ALWAYS the safest route.
  - Do some investigation of the employer:
    - What you wear should make you look as though you **FIT IN** with the organization.
  - If you under dress, the employer may feel that you don't care enough about the job.
  - Clothing that reveals your cleavage, back, chest, stomach or undergarments is not appropriate for the workplace, even in a business casual setting.
- Ways to find out the proper dress:
  - Call the Human Resources offices and ask.
  - Visit the company's location and observe the attire current employees are wearing.
    - Make sure you are not there on a "casual day".

# HINTS TO DRESS FOR SUCCESS

- Clean and polished conservative clothing and dress shoes.
  - Make sure clothes are free of wrinkles, holes, or stains.
- Well-groomed hairstyle.
- Neatly trimmed facial hair or clean shaven.
- Cleaned and trimmed fingernails.
- If you choose to wear make-up and or a fragrance – keep it minimal.
- If you have any visible body parts pierced or tattooed:
  - Remove piercings and cover tattoos if possible (unless allowed by employer/company).
  - Ear piercings are usually acceptable.



# HINTS TO DRESS FOR SUCCESS CONTINUED...

- Simple jewelry.
- No body odor.
- Well-brushed teeth and fresh breath.
- No gum, candy, or other objects in your mouth during the interview.
- SMILE – Let them see you shine!
- Phone turned OFF before entering interview.
- To carry belongings/important papers:
  - Portfolio folder or binder
  - Small purse
  - Briefcase

# TOPS, SHIRTS, AND BLOUSES

- Acceptable:
  - Dress shirts (button down shirts)
  - Blouses
  - Polo shirts
  - Sweaters tops/Turtlenecks
  - Suits/Sports Coat
  - Tie (optional) – choose conservative color/pattern
- Not Acceptable:
  - Tank tops/halter-tops (unless worn under a jacket or sweater)
  - Crop tops (or any tops that show your midriff)
  - See-through tops
  - Tops that are too revealing.
  - Sweatshirts
  - Shirts with potentially offensive words, logos, or images.

# PANTS AND SLACKS

- Acceptable:
  - Dress pants
  - Slacks that are similar to Dockers/Dickies
  - Wool pants
  - Belt that matches shoe color (optional)
- Not acceptable:
  - Jeans
  - Pajama pants
  - Sweatpants
  - Exercise pants
  - Shorts
  - Overalls
  - Leggings or any spandex clothing

# SKIRTS AND DRESSES

- Dress and skirt length should be no shorter than four inches above the knee, or a length at which you can sit comfortably in public.
  - Acceptable:
    - Dresses and skirts that are split at or below the knee.
  - Not acceptable:
    - Short, tight skirts (mini skirts)
    - Short shorts
    - Spaghetti-strap dresses or strapless dresses (unless worn with a jacket/sweater over it).

# FOOTWEAR

- Acceptable:
  - Flats
  - Low dress heels
  - Leather deck shoes/loafers
  - Boots
  - Conservative athletic shoes/sneakers
- Not acceptable:
  - Flip-flops
  - Sandals
  - Slippers
- Closed toed shoes are the best option and are required in some job facilities.
- Clean or polish shoes if needed.



- **Jewelry, Makeup, Perfume, and Cologne:**

- Non-distracting choices:
  - Simple jewelry.
  - Minimal make-up in natural tones.
  - Non-overbearing scents for perfume/cologne.



- **Fingernail Length:**

- Fingernail length should not interfere with the effectiveness and efficiency of your job performance (i.e. typing, washing, etc).
- Nails should be trimmed and clean.
- If you use a polish, choose a light/conservative color.



- **Hats and Head Covering:**

- Hats and caps are not appropriate in the office.
- Exceptions may include head covers for religious purposes or to honor cultural traditions.

# DRESSING ON A BUDGET

- Looking professional doesn't have to cost a lot...here are a few options to save money on interview clothes:
  - Goodwill, Savers, and thrift stores
  - Salvation Army
  - Church clothing centers
  - Garage sales
  - Borrow from friends and family
  - Discount retail stores:
    - Ross
    - Burlington Coat Factory
    - Walmart
    - TJ Maxx
    - Marshall's

# DRESSING ON THE JOB

- Once you've landed the job...
  - Consult your supervisor as to what is acceptable dress for his/her department.
  - Ask about any “casual days” and what type of dress is allowed on those days.
  - When in doubt, DRESS CONSERVATIVELY!



# NO-GO



# STEAL THE SHOW

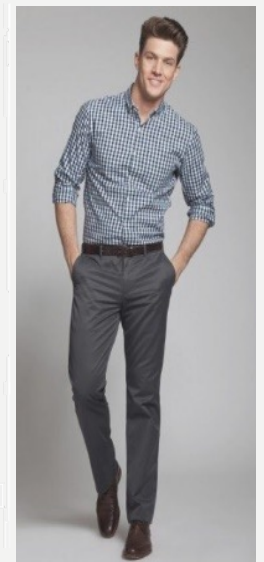


# NO-GO





# STEAL THE SHOW



# YES



# NO



# VS

# YES



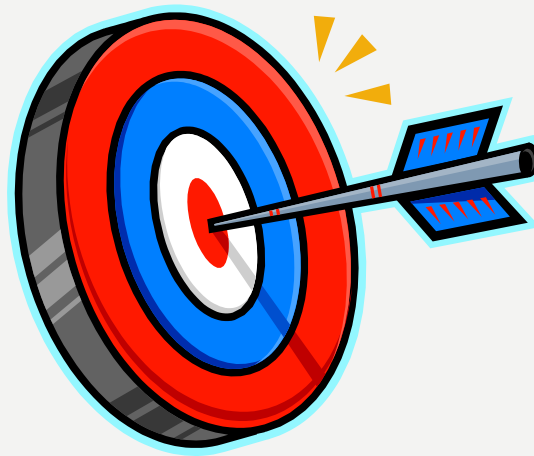
# VS

# NO



# TARGET PRACTICE

- Over the next few slides you will determine whether an outfit is appropriate or inappropriate for an interview.



# WHICH IS INAPPROPRIATE?

A)



B)



C)





# WHICH IS APPROPRIATE?

A)



B)



C)



# WHICH IS APPROPRIATE?

A)



B)



C)



D)



E)



F)



# WHICH IS APPROPRIATE?

A)



B)



C)



D)



E)



F)



# WHAT IS TOO CASUAL?





# WHICH IS APPROPRIATE?

A)



B)



C)



D)



# WHICH IS APPROPRIATE?

A)



B)



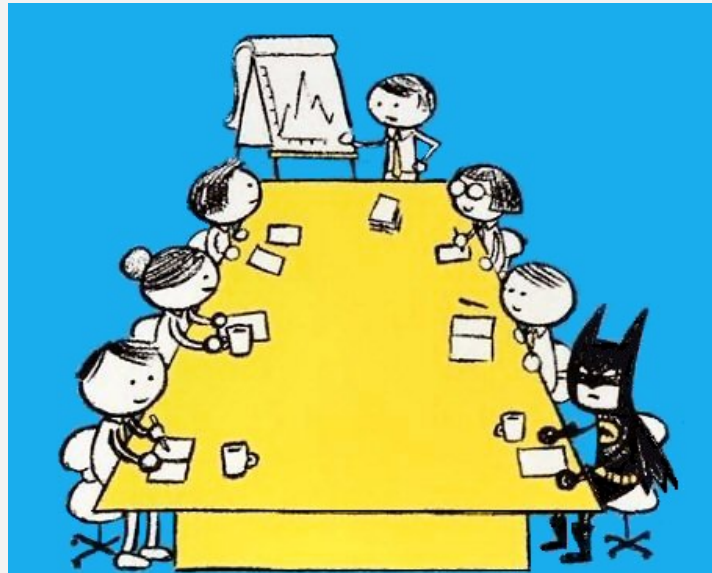
C)



D)



# KEEP CALM \_\_\_\_\_ and nail \_\_\_\_\_ YOUR INTERVIEW



Popular sayings #38  
*Dress for the job you WANT,  
not the one you HAVE.*