



FIRST Impressions Last

IMPORTANT TO NOTE

An interviewer's decision not to hire a job applicant is usually made within the first thirty seconds of an interview.

GENERAL TIPS

- 1) Be clean and use deodorant
- 2) Arrive early. In a restroom check your clothes, hair, hands, nails, and face. Carry and use a travel mouthwash/breath mints
- 3) Take off your jacket prior to an interview or while traveling to keep it wrinkle free and to keep yourself cool.
- 4) Cologne or perfume is used in moderation so that the smell is not overpowering
- 5) Keep jewelry and make-up simple
- 6) DO NOT chew gum in an interview
- 7) Always carry extra copies of your resume
- 8) Avoid tapping your feet, yawning, staring at the interviewer, touching your hair, or otherwise appear nervous or bored during interview
- 9) If you have a coat, umbrella, backpack, etc. ask if you may store them during the interview

PROFESSIONAL

The goal of professional clothing is a clean look.

Woman:

Any suit pattern should be subtle - preferred colors are navy, any shade of gray or black. The suit jacket and pant or skirt should match.

Men:

A pin-striped or plain colored suit, preferably in gray, black, or navy. Shoes are important too; always buy leather, preferable brown or black. The socks you pair with your shoes should also be dark and should complement the suit. Choose a belt to match your shoes closely; it should be plain and have a small simple buckle.

BUSINESS CASUAL

Womans's casual wear may consist of slacks or a casual dress. A cardigan can be added for a classic look. Khaki pants, fingertip-length skirt, flats or heels are acceptable.

Men could wear an open-colored shirt with a sports jacket with coordinated slacks.

TAILORED FOR TIGERS

The goal of Tailored for Tigers is a clothing closet providing FHSU students with professional clothing appropriate for interviews, business presentations, or other professional activities.

Inventory of both men and women's professional attire is available free of charge to FHSU students.

Visit Career Services in the Center of Student Success to access closet.

FHSU Career Services
Center for Student Success 142
Phone: 785-628-4260
Email: careers@fhsu.edu
Website: wwwfhsu.edu/career



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CAREER SERVICES

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