The Business Professional Style Guide

Whether you’re at an interview for your dream job, or a professional development event, it’s important to look the part. Use this style guide to make sure you are in the right clothes for the job. **Remember:** it’s always best to err on the side of caution; it is far easier to make an outfit more casual if necessary than the other way around. Once you are more comfortable at a company, take your lead from what those around you are wearing, or ask to see company dress code policies.

A solid suit, or blazer and skirt combination, will look great in a neutral color (Black, Grey, Navy). Don’t be tempted by overly trendy styles; a classic tailored fit is best for an interview or new job, and won’t go out of fashion like newer designs.

For an interview, it is best that your blazer matches your pants/skirt. Once you land the job, you can mix and match, making sure that the items you pair are in the same color scheme of course. **Tip:** be conservative with the length of your skirt until you see what others are wearing. Wear neutral or black tights.

A colorful blouse can bring a splash of individuality to your outfit, but for an interview, white or a more subdued color are more appropriate. You can add color in the form of a scarf, without compromising your professional look. Earrings and other jewelry should be simple and subtle.

They say you can tell a lot about a person from their shoes. Plain black or nude shoes will complement a business professional outfit and say all the right things about you. Make sure you keep them polished and scuff-free, and watch out for worn down heels! **Tip:** shoes should be no more than three inches in height for day-to-day wear.

Obviously, your clothes don’t tell the whole story of who you are, but looking the part will give you the confidence to act the part. Arrive at an interview 15 minutes early, with copies of your resume, cover letter and other required documents. Bring these in a large handbag with wide straps that won’t dig into your shoulder. Use a smaller purse for your personal items.

**Good luck in your job search!**