**THE DO’S & DON’TS ON A JOB INTERIEW**

**DO’S:**

* DO: dress professionally – First impressions are everything! (slacks, collar shirt, tie, blazer, skirt, dress, blouse, limited/small jewelry, flats, heels)
* DO: bring a copy of your resume (if applicable)
* DO: be on time! (Being 15 min. early allows you to find your location, use the restroom, calm your nerves, & practice your answers)
* DO: greet the interviewer with a smile & handshake
* DO: sit straight up (posture)
* DO: Make eye contact – Stay engaged in the conversation
* DO: Study about the company before the interview to prepare for unexpected questions
* DO: Cover up visible tattoos (if applicable)

**DON’TS:**

* DON’T: wear provocative, sagging, wild/loud clothing, jeans, t-shirt, tennis shoes, flip flops, hats, or a grill in your mouth
* DON’T: have your cell phone on; use an inappropriate voicemail message
* DON’T: show up late
* DON’T: chew gum
* DON’T: bring food/drinks or a gift/food for the interviewer
* DON’T: use slang
* DON’T: wear any tongue, eye, nose, lip, or excessive earrings – avoid distractions
* DON’T: use an inappropriate/unprofessional email address
* DON’T: have inappropriate photos on social media networks