Projecting Professionalism

Lets Take a Survey!

Pretend you're at an interview. Check (✓) the boxes before each item that applies to you.

- ☐ Do you have poor hygiene? (bad breath, unwashed/ungroomed hair)
- ☐ Is your clothing too tight or baggy?
- ☐ Is your cellphone still on?
- ☐ Are your body piercings and tattoos visible and/or inappropriate for this employer?
- ☐ Do you have poor posture?
- ☐ Are you wearing inappropriate clothing? (jeans, leggings, inappropriate footwear)
- ☐ Are you wearing too much make-up or cologne/perfume?
- ☐ Do you have inappropriate posts on social media?

Lets work on it Now...

Number of Boxes Checked:

0 - 1: You are right on track! However, you could benefit from a few pointers from our EPIC staff.

2 - 3: Good Start! A little bit of conscious effort and you should be just fine. EPIC staff can offer a few ideas to help you!

4+: There is a lot of work to be done here! **Call EPIC at 661.336.6460** and they will help you get on the right track!

People are NOT hired for many reasons. For most, being unprepared and unprofessional are some factors. Here are some tips you can use to help prepare you and make you appear like a professional!

- ☑ Smile & offer a firm handshake
- ☑ Look interviewer in the eyes
- ☑ Avoid unnecessary laughing
- ☑ Listen attentively
- ☑ Display a professional attitude
- ☑ Focus on your strengths
- ☑ Show interest
- ☑ Be prepared
- ☑ Don't discuss salary until the job is offered
- ☑ Provide contact information

Remember to be yourself...Honesty goes a long way! Good Luck!

2211 H Street Bakersfield, CA 93301 | EmployersTrainingResource.com

This Workforce Innovation and Opportunity Act Equal Opportunity Youth program is funded by the U.S. Department of Labor's Employment and Training Administration as part of an award totaling $6,568,883 (100%) with $0 (0%) state, local, and/or non-federal sources. Auxiliary aids and services available upon request.

ETR YA 403 | UPDATED 12.2024