Appearance Worksheet

Directions: Please answer the following questions as completely as you can after reading the e-how article “How to Dress for the Workplace”. When you have completed the worksheet, give it to your supervisor/trainer for evaluation.

1) Based upon the reading and your personal experience, briefly describe someone who is appropriately dressed for working in the following occupations:

- Welder
- Waiter
- Bank Teller

1) Describe appropriate dress for your work site e.g. is it formal or informal? What would a typical worker wear on the job?

2) Name three occupations which might require special clothing, safety apparel and/or special hygiene procedures.

3) Develop a checklist of personal hygiene tasks appropriate for your worksite.

4) Based on your reading what is the most important “tip” or “advice” you discovered?