



HOW TO ADD YOUR SIDE HUSTLE TO YOUR RESUME

YOUR COMPLETE GUIDE



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INTRODUCTION

It seems like everyone has a side hustle or two these days. Whether it's to make extra money, pursue an interest or passion, or to learn a new skill, it's work that we choose to do on the "side" of our day jobs. Yet few people think to include their side hustle on their resume.

Working on your own doesn't make it any less relevant than your other experience - because side hustles are work! Sometimes a lot of work. And time and energy.

Like any traditional job, they teach you valuable, transferable skills that employers are looking for - skills like multi-tasking, time management, and showing initiative. They also help to further develop your talents by putting them to use in tangible ways.

Not including these skills, talents, and experiences on your resume could be a mistake that costs you that new job you're hoping to get!

THIS GUIDE WILL TEACH YOU:

HOW TO HIGHLIGHT THE MANY SKILLS YOUR SIDE HUSTLE HAS TAUGHT YOU

WHAT JOB TITLE, COMPANY NAME & JOB DUTIES TO USE

WHY YOU SHOULD INCLUDE YOUR SIDE HUSTLE - AND WHAT TO DO IF YOU CHOOSE NOT TO

5 DIFFERENT WAYS TO STRATEGICALLY & EFFECTIVELY INCLUDE YOUR SIDE HUSTLE ON YOUR RESUME

WHAT IS A RESUME FOR?

Everyone knows that the purpose of a resume is to get a job, right?

Yes, but more specifically it's purpose is to get you a job interview.

Your resume is your "sales pitch" to show recruiters how you meet the qualifications and expectations of the position, and convince them to invite you to an interview where they can further discuss your background and get to know you better.

Here's the bad news.

Most recruiters look at your resume for an average of only 6 SECONDS!

If you want to get your resume past the 6-second glance test, it has to be easy to read, error-free, and clearly show how you are a suitable candidate.

Strategically including your side hustle on your resume can make all the difference.

[CLICK HERE TO DOWNLOAD YOUR FREE RESUME CHECKLIST!](#)



HOW DOES YOUR SIDE HUSTLE MAKE YOU A BETTER CANDIDATE?

This is the most important thing to consider when it comes to including your side hustle on your resume.

Your resume has to target the specific job or type of job you're applying for. That includes your work experience, your education, your skills, and anything extra – like side hustles and volunteering.

Some side hustles are going to be more appropriate and professional to include on your resume than others.

But there are numerous scenarios where it makes sense to include your side hustle, and there are a lot of different ways to do so.

Take some time and think about how your side hustle relates to the job vacancy.

- How does it make you a better candidate?
- Are there skills that you have developed or used in your side hustle that match the job description?
- What can your side hustle add to your resume that isn't already there?
- What do you want the recruiter to learn about you and your side hustle experience and accomplishments?

YOUR SIDE HUSTLE SHOWS EMPLOYERS:

- 1 YOU'VE TAKEN THE INITIATIVE TO LEARN SOMETHING NEW ON YOUR OWN
- 2 YOU'VE WORKED HARD TO LAUNCH YOUR OWN SMALL BUSINESS
- 3 YOU ARE UP TO THE CHALLENGE OF CREATING AND EXECUTING NEW IDEAS
- 4 WHAT YOU ARE INTERESTED IN AND PASSIONATE ABOUT
- 5 WHO YOU ARE OUTSIDE OF YOUR DAY JOB
- 6 YOU HAVE TANGIBLE, HANDS-ON EXPERIENCE
- 7 YOU HAVE KNOWLEDGE OF THE INDUSTRY
- 8 YOU ARE COMMITTED AND INVESTED IN YOUR CAREER AND PROFESSIONAL DEVELOPMENT

“It's one thing to say you're a passionate and driven person, but it's a lot better if you can show it. Side hustles are perfect for that!”

WHAT SKILLS HAVE YOU GAINED FROM YOUR SIDE HUSTLE?

You have a diverse skill-set and are utilizing and building your talents with every sale you make, client you book, and project you complete. These are skills that the majority of employers are looking for in a candidate, so your strongest and most relevant ones should be on your resume. These might include:

TRANSFERABLE SKILLS

COMMUNICATION & LISTENING
EMPATHY / RESPECT / PATIENCE
TIME MANAGEMENT / MEETING DEADLINES
ORGANIZATION & PLANNING
CUSTOMER SERVICE
TEAMWORK & COLLABORATION
LEADERSHIP
CLERICAL & ADMINISTRATIVE
RESEARCH & ANALYSIS
PROBLEM SOLVING / TROUBLESHOOTING
CONFLICT MANAGEMENT
CRITICAL THINKING
MULTI-TASKING
COMPUTER & TECHNICAL SKILLS
NUMERACY
CREATIVITY / CREATIVE THINKING
ATTENTION TO DETAIL
NETWORKING
FRIENDLINESS / KINDNESS

PERSONAL SKILLS

DEDICATION
DRIVE
DETERMINATION
MOTIVATION
DEPENDABILITY
PASSION
RESOURCEFULNESS
INITIATIVE
ADAPTABILITY
CONSISTENCY
FLEXIBILITY
SELF-STARTER
WILLINGNESS TO LEARN

INDUSTRY-SPECIFIC SKILLS

MARKETING - SOCIAL MEDIA & BRANDING
WEBSITE MAINTENANCE / DEVELOPMENT
CONTRACT NEGOTIATIONS
PRODUCTION
PAYROLL / INVOICING / BOOKKEEPING
SALES & PRICING
SHIPPING & LOGISTICS
PHYSICAL ABILITIES
MECHANICAL / TECHNICAL SKILLS -
PROGRAMS, TOOLS, LICENSES

YOUR TO DO LIST:

There are hundreds of skills that you might use while side hustling. Take some time and write them down, focusing on the ones you use the most.

For each application, look at what skills are mentioned in the job ad and compare them to your list of skills. Are there any matches between the two? Are these skills already included in your resume? If not, tweak your resume and include them!

SHOULD I INCLUDE MY SIDE HUSTLE ON MY RESUME?

Far too often, people assume that they can't include their side hustle on their resume because it isn't a "real" job. But it is!

Your side hustle is no different than any other full-time, part-time, or temporary job just because you're doing it on your own.

Even if you're not making a lot (or any) money from it, it's experience. You wouldn't think twice about including volunteer work or an unpaid internship on your resume, would you?

Which is why I'm a firm believer that your side hustles should be on your resume in some way.

Finding a job is hard enough as it is. You want to highlight anything and everything that will give you an advantage over the other candidates.

Think about everything you are gaining from your side hustle.

The talent, time, and energy you put into your side hustle matters!

It's experience that teaches you and enhances your skillset. You are gaining more than just some extra money from it.

So use your side hustle as a way to show off your talents and skills!

YES! INCLUDE YOUR SIDE HUSTLE ON YOUR RESUME IF:

- ✓ It enhances your resume and makes you a stronger candidate
- ✓ It's relevant to the type of job you are applying for
- ✓ It demonstrates your skillset
- ✓ It aligns with your career goals
- ✓ It will give an excellent and professional first impression
- ✓ You operate your side hustle like a business
- ✓ It helps "fill the gap" on your resume
- ✓ It is/was your part-time job while attending school
- ✓ It shows you've worked with/for people or companies in the industry
- ✓ You are proud of your side hustle
- ✓ You are making a career change
- ✓ You are transitioning into a new field that's related to your side hustle
- ✓ You are new to the working world or don't have a lot of work experience
- ✓ You have clients, customers or sales

Just as there are valid reasons to include your side hustle on your resume, there are legitimate reasons why you might choose not to.

Some side hustles aren't going to be resume-worthy. Including them will not enhance your application or your chances of landing an interview.

And in some cases, including your side hustle on your resume could do you more harm than good.

If you are concerned that including it is going to raise any red flags or create more questions than it answers, you could leave it off, but it's better if you include it in a more suitable way.

NO! DON'T INCLUDE YOUR SIDE HUSTLE IF:

- ✗ It's irrelevant and has nothing to do with the job you're applying to
- ✗ It could be considered controversial or inappropriate
- ✗ It's brand new and you don't have any clients, customers or sales yet
- ✗ You aren't proud of what you do
- ✗ It doesn't look like a "side" hustle and sounds more like it's your main priority
- ✗ It overloads your resume or is repetitive
- ✗ It could be seen as a conflict of interest or puts your job at risk
- ✗ It's confidential work
- ✗ You want to stay anonymous
- ✗ It gives a bad impression like you are hiding something or are unable to find a traditional job

WAIT! YOU CAN STILL ADD YOUR SKILLS TO YOUR RESUME!

If you choose NOT to disclose your side hustle on your resume for any reason, you can – and should – include the skills you've gained from it.

Keep reading to find out how!

HOW TO LIST YOUR SIDE HUSTLE ON YOUR RESUME

1. INCLUDE IT LIKE ANY OTHER JOB

The first option is to add your side hustle like you would any other job on your resume. List your title, the company you work for, dates of employment, and a few bullet points outlining your job duties and accomplishments.

EXAMPLE:

Online Retail Shop Owner – XYZ Printables (June 2017 – Present)

- Operating and maintaining an online Esty shop selling over 50 unique printable charts, planners and customized artwork
- Successfully developing social media campaigns advertising the shop and products over Twitter, Instagram, Facebook, and Pinterest, effectively gaining over 25,000 followers
- Increased sales and revenue by 27% in the last fiscal year by optimizing search listings and ranking #1 for three main keywords

USE THIS WHEN:

This approach works best when your side hustle is highly relevant to the job vacancy, you have great statistics and data to support the work you've done, it aligns with your career goals, or it helps you stand out as a strong candidate.

2. INCLUDE IT IN A SEPARATE SECTION

Use a more general title for your main employment history section and include your volunteer, internships, placements, and side hustle experience under it.

Or create a new, standalone section that's separate from your main employment history. That way, it's clear that this experience is unique.

EXAMPLES:

- Relevant Experience
- Professional Experience
- Professional Accomplishments
- Additional Experience
- External Projects
- Freelance Work
- Consulting History
- Relevant Projects

USE THIS WHEN:

If you are concerned about misrepresenting yourself, this one of the best ways to include anything from your background that doesn't fall under the more traditional work experience. Choose a heading that is simple and easy for a recruiter to understand what's distinct about this resume section.

3. USE A DIFFERENT RESUME FORMAT

The most common resume format is a chronological one that lists your work history in a reverse timeline – newest to oldest. This format might not be the best way to present your side hustle. A functional or combination resume might work better.

USE A FUNCTIONAL RESUME

A functional resume focuses on your skills, accomplishments, and capabilities while de-emphasizing your work history.

You list your primary skills under separate headings – such as communication skills, customer service skills, or administrative skills.

Beneath each heading, elaborate by including a few bullet point examples that show how you have developed and applied that skill. These items will make up the majority of your resume.

You will include your work history, but it appears at the bottom of your resume and is a brief list of your previous job titles, companies worked for, and dates only.

USE THIS WHEN:

Use a functional resume when you are entering the workforce for the first time, changing industries, have gaps in your work history, or when you have a lot of skills but not a lot of relevant experience.

USE A COMBINATION RESUME

A combination resume blends the chronological and functional resume.

List the relevant skills and qualifications you want to highlight first (like in a functional resume), followed by your employment history (like in a chronological resume).

It emphasizes your skills and achievements over your work history but also shows the details of your background that most people expect to find on a resume.

USE THIS WHEN:

Combination resumes are particularly useful when your work experience is only somewhat related to the job you're applying for. Including your side hustle experience and skills can help showcase that you have these transferable skills, but also have a stable work history.

EXAMPLE:

NAME & CONTACT INFO

SUMMARY
Add summary

SKILLS & AREAS OF EXPERTISE

CUSTOMER SERVICE SKILLS

- Add bullet point
- Add bullet point

MANAGEMENT SKILLS

- Add bullet point
- Add bullet point

WORK HISTORY

Job Title	Company Name	Dates
Job Title	Company Name	Dates
Job Title	Company Name	Dates

EDUCATION

Degree/Diploma	School Name	Dates
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NAME & CONTACT INFO

SUMMARY
Add summary

PROFESSIONAL SKILLS

CUSTOMER SERVICE SKILLS

- Add bullet point
- Add bullet point

MANAGEMENT SKILLS

- Add bullet point
- Add bullet point

WORK HISTORY

Job Title - Company Name	Dates
• Add bullet point	
• Add bullet point	
Job Title - Company Name	Dates
• Add bullet point	
• Add bullet point	

EDUCATION

Degree/Diploma	School Name	Dates
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5. ONLY INCLUDE YOUR SKILLS

If you decide not to include your side hustle on your resume, you should still include the relevant or highly transferable skills you've gained from it in some way. It might be as simple as including it in a single bullet point.

EXAMPLES:

- Four years of experience using Instagram and Pinterest to sell customized printables on Etsy
- Exceptional knowledge of photo editing software including Adobe Lightroom and Photoshop

Both of these examples are short and sweet but can suggest a lot. The first shows that you've operated your online store for years, you have creative design skills, and you are knowledgeable in sales, social media, and digital marketing. The second also shows that you have a creative side and have technical expertise with specific, in-demand programs.

USE THIS WHEN:

There are many reasons not to add your side hustle to your resume, some of which are mentioned above. If any of these apply to you or your gut is simply telling you not to include it, focusing on your skills is an ideal compromise.

KEEP IN MIND:

What works for one job application might not work for the next. In some cases, it makes sense to highlight everything you do at your side hustle, while in other cases, it's better to be selective and include only parts of it.



WHAT INFORMATION DO I USE?

Side hustles are still relatively new and can be quite diverse. Not every recruiter or hiring manager is going to understand what they are and what they entail.

It's essential to be clear with how you word and represent what your side hustle is and what you do.

Spell it out for the person reading your resume. Connect the dots for them. Use their wording from the job description. Make it blatantly obvious how you meet the qualifications they are looking for!

Unlike traditional jobs, your side hustle probably doesn't come with a job description or an official title.

There is a lot more flexibility in what you can call yourself and what duties and accomplishments you want to include.

Use this to your advantage.

Tailor your job title and job duties so that they are clearly relevant to the type of job you're applying for.

WHAT JOB TITLE SHOULD I USE?

There are many different job titles that you can use to describe what you do in your side hustle.

It's your business, so technically you can give yourself whatever title you want.

But your resume is not the right place to give yourself a fancy or over the top title. Using one could cost you that interview.

Keep it simple!

Choose a title that is easy to understand, and realistically describes the type of work you do.

When in doubt, it's perfectly acceptable to take your niche or main side hustle task and add a descriptor to it.

EXAMPLES:

- [SEO] CONSULTANT
- INDEPENDENT [ONLINE SALES] CONTRACTOR
- SELF-EMPLOYED [CATERER]
- [BEAUTY] ADVISOR
- CONTRACT [BOOKKEEPER]
- [PERSONAL FINANCE] CONTENT CREATOR
- FREELANCE [WRITER]
- [FITNESS] COACH
- [ENGLISH] TEACHER / TUTOR
- [SOCIAL MEDIA] DIRECTOR / MANAGER
- [LOGO] DESIGNER
- [EMAIL MARKETING] ASSISTANT
- [ETSY SHOP] OWNER
- [WEBSITE] FOUNDER
- [LANDSCAPING] PROFESSIONAL

WHAT COMPANY NAME SHOULD I USE?

You don't necessarily have to include a company name for your side hustle, but you might want to. It can give the recruiter more context and can keep your resume looking consistent.

EXAMPLES USING A COMPANY NAME:

THE TITLE OF YOUR BLOG OR WEBSITE

My Life, I Guess
Huffington Post

THE NAME OF YOUR STORE OR SHOP

Handmade by Jane
New York Bike Shop

THE PLATFORM YOU USE

Postmates
Lyft

You can unofficially call your side hustle business whatever you want, as long as you use the correct, official name on your taxes and any legal documentation.

EXAMPLES OF OTHER OPTIONS:

YOUR NAME + A KEYWORD

John Doe Publishing
Mary Smith Photography

SELF-EMPLOYED

VARIOUS CLIENTS

PARTNERSHIPS INCLUDE

XYZ Foundation, Company One,
& Business Inc.

WHAT DUTIES DO I INCLUDE?

You can easily get carried away with all the things we do as side hustlers. But remember, this is a summary.

Be concise and ensure your resume highlights your best and most relevant strengths and accomplishments in a few bullet points.

Make sure the skills listed are legitimate and be prepared to explain and demonstrate how you've learned and used these skills.

Follow the same format you have for your other work experience.

Start with an active action verb and explain the type of work you do.

Include actual data, figures, and measurable results whenever you can to quantify your success.

Use numbers, dollar amounts, and percentages, such as customer satisfaction ratings, number of page views, social media followers, or amount of sales or clients.

Have you built a loyal, repeat customer base or worked with relevant, recognizable clients or brands? Include that.

Mention any notable projects you've completed or contributed to that highlight your skills.

Don't forget about any significant accomplishments or recognition you've received, such as awards or nominations.

Whatever you decide to include, the most important thing is to be honest, and don't misrepresent yourself.

"Opportunities don't happen, you create them."

- Christopher Grosser

Thank You!

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CAREER & YOUR MONEY



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