CLAY BOOTH

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PROFESSIONAL SUMMARY

Creative professional with a background in graphic design, video production, broadcast news, and promotional content, combined with nearly 10 years of experience in a regulated mine and mill environment. Skilled in creating clear, audience-focused print and digital materials, promotional emails, social media graphics, photography, and video using Adobe Creative Suite and Microsoft Office. Brings calm, dependable judgment in time-sensitive and emergency situations, strong attention to detail, and the ability to manage multiple projects independently or as part of a team.

PROFESSIONAL EXPERIENCE

Bell Forest Products | Ishpeming, MI 09/2022 – Present

Shipping and Inventory Manager

- Maintain inventory accuracy through inspection, quantity verification, and organized stock control, balancing operational duties with creative projects and deadlines.
- Write and design promotional emails for sales, product highlights, and new inventory, delivering clear, customer-focused messaging that drives engagement.
- Create custom graphics for social media posts and promotional campaigns while keeping visuals consistent with the company brand.
- Photograph products and prepare visual assets and listings for ecommerce and online channels.
- Direct shipping and inventory operations for domestic and international customers, managing packaging, freight documentation, and carrier coordination.

Humboldt Mill Security | GS Security / G4S / Allied Universal 12/2012 – 09/2022

Security and EMS

- Served nearly 10 years in a heavy industrial, MSHA-regulated mill environment.
- Managed training records, access documentation, and compliance materials with strong accuracy, organization, and confidentiality.
- Responded to on-site medical incidents and time-sensitive situations, providing clear, calm communication under pressure.
- Coordinated deliveries and site access, and conducted drug and alcohol screenings in support of workplace safety.

WLUC-TV6 | Negaunee, MI 03/2012 – 12/2012

Production Assistant

- Supported daily production of the nightly newscast in a deadline-driven newsroom through camera work, soundboard operation, and master control.
- Edited, cut, and rendered promotional spots and news teasers for on-air station communications.
- Assisted the creative department with camera operation, scene setup, lighting, and rigging for promotional productions.

MediaBox | Marquette, MI 06/2011 – 02/2012

Videographer / Graphic Designer

- Designed logos, brand assets, website visuals, and print and digital promotional materials for business clients.
- Produced television commercials, including editing, post-production, sound design, and visual effects.
- Created 3D brand and product reveal effects and promotional reels for tradeshow product launches.
- Software: Adobe Photoshop, Illustrator, After Effects, Premiere Pro, Lightroom, Sony Vegas, Final Cut Pro, Blender 3D, Maya 3D, SolidWorks, AutoCAD, HandBrake, and Microsoft Office.

Eliason Property Management | Champion, MI 06/2004 – 06/2011

General Laborer

- Performed property maintenance and outdoor upkeep for residential and commercial properties, demonstrating reliability and independent work.

EDUCATION AND CERTIFICATIONS

- Marquette School of EMT — Program Graduate, Top Student in Class
- Michigan EMS License • NREMT Certification • High School Diploma (Homeschooled)
- 10 years serving as a volunteer Search and Rescue EMT for the Marquette County Sheriff's Department

CORE SKILLS

Graphic design • Print and digital materials • Creative writing • Social media content • Photography and video production • Editing and post-production • Adobe Creative Suite • Microsoft Office • Emergency Medical Technician • Heavy industry experience