

EMILY BOOTH

INTERIOR DESIGNER

CONTACT

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SOFTWARE

Adobe Photoshop
Adobe Indesign
AutoCAD
Sketchup
Microsoft Excel
Design Docs

EDUCATION

High School Diploma

Katy High School

2015-2019

Associate of Interior Design

Houston Community College

Aug. 2020- Current

I am actively honing my skills and knowledge to excel in the field and contribute meaningfully to design projects.

SKILLS

Space Planning	Critical Thinking
Material Boards	Team Player
Presentation Skills	Flexibility
Time Management	Problem-Solving

OBJECTIVES

- Seek opportunities within the design industry to utilize my experience and drive for excellence.
- Offer a unique blend of creative vision and technical expertise to contribute to design projects of any scale.
- Excel in transforming conceptual ideas into visually captivating designs that focus on the user experience.
- Proficient in utilizing various graphic design software tools to achieve design objectives.
- Committed to delivering high-quality designs that exceed client expectations and contribute to project success.

WORK EXPERIENCE

Intern

Feb. 2023-Current

Chandos Collective

- I was actively engaged in a dynamic learning environment where I had the opportunity to apply my classroom knowledge to real-world projects.
- I collaborated closely with talented designers and professionals from various disciplines, which not only fostered creativity but also taught me the value of teamwork in achieving design goals.
- I worked with industry-standard design software and tools, enhancing my technical skills and proficiency in graphic design.
- My internship provided me with opportunities to participate in client meetings, where I gained valuable experience in client communication and project management.
- Throughout my internship, I consistently communicated with industry professionals, including fellow designers, clients, and suppliers.
- As part of my internship responsibilities, I had the opportunity to source materials and furnishings at the Decorative Center.

Assistant Manager

Safe Splash Swim School

Jan. 2020-Current

- In my role as Assistant Manager at the swim school, I maintained regular communication with parents and students to ensure their needs were met and concerns addressed.
- I assisted with various administrative tasks, such as managing enrollment records, processing payments, and responding to inquiries via phone or email. Additionally, I assisted in developing marketing materials and promotional campaigns to attract new students and retain existing ones.
- I played a crucial role in maintaining safety standards and ensuring compliance with regulations related to swim instruction.
- As Assistant Manager at the swim school, I took a proactive approach to staff coordination and training. This encompassed managing staff schedules, organizing instructor assignments, and overseeing daily operations to ensure smooth workflow.