



Clayton Thomas Jones

Professional Summary

Versatile and dependable professional with experience in production, technical support, and customer service. Strong ability to manage multiple priorities, solve problems, and adapt quickly in fast-paced environments. Committed to delivering excellent service, collaborating effectively with diverse teams, and maintaining organized, detail-oriented work while supporting daily operations.

Work History

Stage One National Dance Competition - Stage Operations Technician (Cross-Trained)

01/2023 – 06/2026

- Cross-trained across nearly every operational role, providing flexible support for all aspects of large-scale regional and national dance competitions.
- Collaborated with production staff to set up, operate, and tear down event infrastructure, including staging, professional lighting, sound systems, networking equipment, wireless HDMI systems, merchandise displays, and promotional installations.
- Regularly operated live productions by managing music playback, live audio mixing, lighting cues, show announcements, and real-time communication with backstage personnel to ensure seamless event execution, occasionally troubleshooting technical issues under pressure.
- Also managed backstage operations by checking in performers, organizing performance order, maintaining production timelines, and coordinating communication using both verbal communication and custom iPad-based event management software.
- Supported merchandise operations by managing inventory, organizing displays, providing customer service, processing sales, and resolving point-of-sale and network connectivity issues.
- Additionally, created promotional Instagram Reel highlight videos to showcase competition events.
- Consistently adapted between technical, operational, customer-facing, and leadership responsibilities to support efficient event execution in fast-paced, high-pressure environments.

Bass Pro Shop - Retail

06/2024 – 11/2024

- Assisted customers with locating products, answering questions, and providing knowledgeable service in a fast-paced retail environment.
- Maintained sales floor organization by restocking merchandise, organizing displays, operating cash registers, and promoting store membership programs.

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📍 Oklahoma City, OK 73106

Skills

- Proficient in Adobe Premiere Pro, Photoshop, and Lightroom
- Photography and videography
- Lighting and sound design
- Social media management
- Communication skills
- Event management

Education

Oklahoma City University

Oklahoma City, OK

Bachelor of Fine Arts, Minor in Directing

Paint n' Cheers - Bartender

11/2023 – 02/2024

- Provided friendly and efficient customer service in a dynamic paint-and-sip studio by preparing and serving beverages, checking guests into classes, and processing transactions through the point-of-sale system.
- Assisted with class setup and preparation, maintained a clean and well-stocked bar and event space, and supported instructors by anticipating and fulfilling classroom needs to ensure a smooth and enjoyable experience for guests.

Perot Theater - Stage Technician

05/2020 – 08/2023

- Assisted with the load-in, setup, and load-out of a wide variety of live productions, including national touring concerts, theatrical performances, dance recitals, and more.
- Supported backstage operations during performances and operated follow spot lighting from the control booth as needed.
- Collaborated with production crews to ensure efficient event execution while maintaining a safe, organized, and professional working environment.

Focal Point Productions - Videographer & Editor

01/2019 – 08/2023

- Captured professional video content for weddings, dance recitals, theatrical productions, and other live events, adapting to a variety of production environments and client needs.
- Documented full-day wedding productions, including bridal and groom preparations, behind the scenes moments, ceremony coverage, reception events, and key details to create a complete visual narrative of the day.
- Edited and produced final video projects using Adobe Premiere Pro, organizing footage, refining edits, and creating polished deliverables tailored to each client and production.
- Collaborated with clients, performers, and production teams to capture meaningful moments while maintaining a professional and unobtrusive presence.

Pleasant Grove ISD - Technical Director

01/2020 – 06/2021

- Oversaw technical operations for the entire school district, primarily managing events at the high school performing arts center while providing support for productions, meetings, and events across other campuses and off-site locations.
- Designed and executed event setups including lighting, sound, power distribution, and other technical requirements to meet the needs of each production or venue.
- Led and delegated student technical crews, ensuring efficient and professional execution of live events.

Accomplishments

- Oklahoma City University, *magna cum laude*, Dean's List
- Lambda Chi Alpha (LCA) Chapter
Head of External Relations and Social Media Coordinator
- Co-Director of LCA Theta Delta Zeta Chapter's 100 Year Gala (2024)
- Adobe Premiere Pro Certified Associate



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