



CHANDAN KUMAR SINGH

Membership ID#028337 (American Society of Indexing, 2009-2012)

B-3/2, Phase 5, Aya Nagar Extension

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Objective

Back-of-the-book indexing for academic, trade and scholarly books in the fields of sciences & technology, medical sciences, humanities, and commerce.

Freelancing Indexing Experience

Freelance-Indexer and Indexing Consultant (Aug 2007-till date)

Service details:

- Create indexes for academic, trade, and scholarly books on subject, such as Physics, Chemistry, Biology, Medical Sciences, Applied Sciences, Engineering and Technology.

Professional Experience

SPi Technologies

Editorial Services

Executive-Indexing (Full-time) (Aug 07-Nov 08)

Job Profile:

- Back-of-the-book indexing, encyclopedia indexing and journal indexing for several leading publishers operating in Physics, Chemistry, Biology, Medical Sciences, Applied Sciences, Engineering and Technology.
- Quality audit of final index.

Accomplishments:

- Streamlined, automated and standardized indexing process to increase turnaround time.
- Helped team members in effectively using Cindex 1.5 and Adobe Acrobat Professional 6.0.

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Digital content management organization (KPO)

Associate-Indexing and Abstracting (I&A) (Full-time) (June 06-July 07)

Job Profile:

- Wrote abstracts of articles of scientific journals, periodicals, research papers, and technical documents related to the field of finance, ICT, telecommunication, defense, health care, political sciences, geography, history, economics, international business, philosophy, psychology and medicine.
- Key worded abstracts (taxonomy and thesaurus), enabling publishers to classify, define and ease access to their content resources.

Accomplishments:

- Successfully conducted testing of new software introduced for key wording of articles (*Editorial tool*).
- Developed efficient method for fast and accurate key wording of abstracts.

Previous Indexing Clients

- SPi Technologies
- Macmillan Publishing Solutions
- Integra
- Vikas Publishing House
- Astral Premedia
- Cybermedia
- Several US-based Self-publishing authors

Education

- B.A.Sc (Hons.) Instrumentation from Bhaskaracharya College of Applied Sciences, University of Delhi, 2002-2005.

Elective Subjects in B.A.Sc (Bachelor of Applied Sciences)

- Chemistry, Biostatistics, Biophysics, Biochemistry, and Physiology
- Microbiology and Genetics
- Nuclear and Bio-medical instruments
- Electrical electronics instruments
- Analytical instruments
- Microprocessor and microcomputer
- Digital electronics and operational amplifier
- Semiconductor physics, solid state device, and circuits
- Computer programming and numerical analysis

Book Indexes Compiled (selected list)

- [The H.E.R.B.A.L. Guide: Dietary Supplement Resources for the Clinician](#) by [Robert Alan Bonakdar](#)
- [Cardiovascular Physiology: A Clinical Approach](#) by Carol-Ann Courneya, Michael J Parker, and Richard M Schwartzstein
- [Mechanical Reperfusion for STEMI: From Randomized Trials to Clinical Practice](#) by Giuseppe De Luca and Alexandra Lansky
- [Advancing Nursing Practice in Pain Management](#) by Eloise Carr, Mandy Layzell, and Martin Christensen
- [Compendium of Skills for Student Nurses Second Edition](#)
- [Canadian Essentials of Nursing Research THIRD EDITION](#)
- [Pharmaceutical Process Engineering, Second Edition](#), Anthony J. Hickey and David Ganderton
- [Handbook of Pharmaceutical Manufacturing Formulations: Over-the-Counter Products \(Volume 5 of 6\)](#) by Sarfaraz K. Niazi
- [Handbook of Pharmaceutical Manufacturing Formulations: Semisolid Products \(Volume 4 of 6\)](#) by Sarfaraz K. Niazi
- [Color Atlas and Synopsis of Pediatric Dermatology: Second Edition](#) by Kay Kane, Peter Lio, Alexander Stratigos, and Richard Johnson
- [USMLE Road Map Pathology \(LANGE USMLE Road Maps\)](#) by George Wettach, Terry Morgan, and Thomas Palmrose
- [Dendritic Cells in Cancer](#) by Michael R. Shurin and Russell D. Salter
- [Insulin and IGFs, Volume 80 \(Vitamins and Hormones\)](#) by Gerald Litwack
- [Current Hypotheses and Research Milestones in Alzheimer's Disease](#) by Ricardo B. Maccioni and George Perry
- [The Achilles Tendon: Treatment and Rehabilitation](#) by James A. Nunley
- [Dietary Modulation of Cell Signaling Pathways \(Oxidative Stress and Disease\)](#) by Young-Joon Surh, Zigang Dong, Enrique Cadenas, and Lester Packer
- [Cancer Epigenetics](#) by Trygve Tollefsbol
- [International Review Of Cell and Molecular Biology, Volume 267 \(International Review of Cytology\)](#) by Kwang W. Jeon
- [Principles of Clinical Medicine for Space Flight](#) by Michael R. Barratt and Sam Lee Pool

Professional Affiliations/Membership

- **American Society of Indexing (ASI) 2009-2012**
- **Indexer's Network**

Indexed Books Published by International Publishers

- Springer, Elsevier, Taylor & Francis group, Informa, McGraw-Hill, Grey House, Random House, Academic Press, Humana Press, Syngress Publishers, Egerton Press, Wolter Kluwer Health, Lippincott Williams & Wilkins, and Wiley-Blackwell.

Skill Summary

- Subject indexing, Author indexing, Journal indexing, Embedded indexing, and Thesaurus based indexing (controlled vocabulary based indexing and free language indexing).
- Abstracting
- Quick adaptability to new technology and good eye for details.
- Good analytical and computational skills.

Indexing Subject Specialities

- Science: Modern Physics, Solid State Physics, Electricity and Magnetism, Mechanics, Dynamics, Materials Science, Nanotechnology, Solid and Fluid Mechanics, Thermodynamics, Transfer and Rate Processes, Polymer Science, Petroleum Chemistry, Organic Chemistry, Inorganic Chemistry, Physical Chemistry, Analytical Chemistry and many more.....
- Medical Sciences: Anatomy, Community Medicine, Dermatology, Dentistry, Forensic Science, Medical Biochemistry, Medical Microbiology, Pathology, Pharmacology, Physiology, Psychiatry, Radiology and Radiotherapy
- Biology: Botany, Zoology, Biochemistry, Cell Biology, Immunology, Taxonomy, Molecular Biology, Mycology, Marine Biology, Biophysics, Genetics, , Biotechnology, Ecology, Environmental Sciences, and many more.....
- Engineering: Chemical Engineering, Civil Engineering, Mechanical Engineering, Electrical Engineering, Industrial Engineering, Nanoengineering, Electronics and Electrical Engineering, Telecommunication, Optical Engineering, Digital Electronics and Operational Amplifiers, Defense, Biomedical Engineering, Analytical Instruments, Nuclear Instruments, Computer Science, Information Technology, Power System, and many more.....
- Social Sciences: Political Sciences, Geography, History, Economics, International Business, Philosophy, Psychology

Computer skills

- Cindex1.5, Adobe Acrobat Professional 7.0, MS Word, MS Power Point, MS Excel, Microsoft Windows XP Pro, Fortran 77, and HTML.

Samples

- Sample indexes available upon request. View few book indexes at amazon.com listed in Book Indexes Compiled (selected list) section.

Certifications

- Chemical analysis of blood and hair by inductively coupled plasma atomic emission spectroscopy (ICP-AES), National Facility for Geochemical Research, JNU, and New Delhi.

Hobbies/interests

- Graphology (Handwriting analysis).
- Listening songs.
- Playing cricket.

References

- Excellent references available on request.

Respectfully

Place: Delhi

Chandan Kumar Singh