RESUME

**Indexing Experience**

**Alexandra Nickerson Indexing Services**

*Sole Proprietor*, 1986-present

Specialize in textbooks, medicine and allied health fields, technical materials, business books, culinary books.

**U.S. Department of Agriculture Graduate School**

*Instructor*, CEDIT 360: Basic Indexing, 1993-1999

**Professional Experience**

**Vocational Rehabilitation Center**, Pittsburgh, PA

*Director, Employee Assistance Program/Associate Director,* Injured Workers' Program*,* 1984-1986

*Marketing Director*, Injured Workers' Program, 1983-1984

**Motorists Insurance Companies**, Pennsylvania Branch Office, Pittsburgh, PA

*Rehabilitation Coordinator*, 1981-1983

**Vocational Rehabilitation Center**, Pittsburgh, PA

*Marketing Representative*, Injured Workers' Program, 1980-1981

**Turtle Creek Valley MH/MR, Inc.**, Braddock, PA

*Coordinator of Training and Social Rehabilitation*, 1977-1980

*Mental Retardation Specialist*, 1976-1977

**Council House, Inc.**, Pittsburgh, PA

*Rehabilitation Counselor*, 1973-1976

**Education**

M.B.A., University of Pittsburgh

M.Ed., Rehabilitation Counseling, University of Pittsburgh

A.B., Brown University

**Professional Affiliations**

American Society of Indexers, 1978-present

President, 1997-1998

Vice President/President-elect, 1996-1997

President, Heartlands Chapter, 1994-1995

Chair, Education Committee, 1994-1996

Chair, Wilson Award Committee, 1993-1996 and 2017

Member, Board of Directors, 1993-1996

Workshop Instructor, Annual Meetings, 1993, 1995, 2002, 2005

Presenter, Annual Meetings, 1992, 2001, 2004

Chair, ASI Excellence in Indexing Award Committee, 2017

Cincinnati Center for Developmental Disabilities, Member, Board of Directors, 1995-1999

International Association of Culinary Professionals, Member 1997-2005

Women in Scholarly Publishing, Member, 1999-2001 Consortium of Indexing Professionals, Founding Fellow