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