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Your indexing matters deserve the best. I know indexing so you don't have to. I have one professional goal: To make *your* knowledge accessible and useful to more people. My practice is limited to one index at a time so that I can concentrate on your book. I write indexes that help your readers find answers to their questions.

AREAS OF SPECIAL INTEREST AND EXPERTISE

History and Social Sciences, Library Science, American Studies, Ancient Near East, Archaeology, Biblical Studies, Fine Arts, Literature. I might even manage a few hieroglyphs or some Biblical Greek.

QUALIFYING EXPERIENCE

1989-present Free-lance professional indexing.

1991–1995 *Jesuit-Krauss-McCormick Library*, Chicago, IL (an academic theological library). Reference Librarian, specialist in religion and theology.

1984–1990 *C. Berger and Company*, Carol Stream, IL (a library consulting and contract services firm). Special Projects Coordinator. Provided technical support for a team of indexers that indexed an encyclopedia and wrote guidelines for maintaining the index database. Edited and managed the production of the index for a marketing trade journal.

1970–1984 *Chicago Public Library*. Librarian (Literature & Language Division and branches). Specialist in literature and fiction. I know the questions readers ask.

1973–1995 *Oriental Institute Museum*, Chicago, IL. Volunteer Docent. Guided tours on Ancient Egypt, Mesopotamia, and Old Testament times.

EDUCATION

University of Chicago Publishing Program. ‘The Editor's Job: Basic Manuscript Editing’

University of Chicago. M.A. (Library Science) 1970; M.A.T. 1970.

Reed College, Portland, OR. B.A. (American Studies—History) 1968.