

**Elizabeth P. Vickers**

5801 N 21st  
Lincoln, NE 68521  
Cell: (605) 940-5693

Email: [epvickers@gmail.com](mailto:epvickers@gmail.com)  
[eisaacs2@unl.edu](mailto:eisaacs2@unl.edu)

## **OBJECTIVE**

To be associated with a university where I can successfully use my education and passion for teaching, for the benefit of my students and the university.

## **EMPLOYMENT HISTORY**

### **August 2012 – 2016**

- **University of Nebraska – Lincoln, (CoJMC) Business Communication Strategies, JGEN 220 - Adjunct Lecturer**
- **Two to three sections every semester since 2012 except Spring of 2015**

### **August 2016 – Date**

- **University of Nebraska – Lincoln (CoB) BSAD 220, Business Writing – Recitation Instructor.**
- **Two to three sections every semester since Fall 2016**

### **August 2016 - Date**

- **Technical Communication 1, JGEN 200 – Adjunct Lecturer (Online and Hybrid Classes). One to three sections every semester since Fall 2016**

### **Fall 2015 – January 3, 2016 (One semester)**

- **PIESL – Two sections in Reading and Writing – Adjunct Lecturer**

### **January 2013 – Fall 2015**

- **Southeast Community College, Lincoln – Business Communication Strategies - Adjunct Instructor and**
- **English Composition Adjunct Instructor**
- **One to three sections every quarter**

### **September 2012 – November 2012 (One quarter)**

- **Metropolitan Community College –Instructor for English Composition 101**

**2010 – 2012**

- **Colorado Technical University – Sioux Falls, SD**  
**Adjunct Faculty – English Composition (on-campus classes and online classes) emphasis on Rhetoric/composition**

**2009 – 2010**

- **Colorado Technical University, Sioux Falls, SD**  
**Adjunct Faculty – Medical Transcription**

**2004- 2012**

- **Kilian Community College, Sioux Falls, SD**  
**Adjunct Faculty – Allied Health Courses in**
  - Pharmacology, Laboratory Medicine, Human Diseases, Anatomy and Physiology, Medical Terminology. (Some classes had an online component on Moodle).
  - **English composition.**

**2001-2012**

**The Orthopedic Institute, Sioux Falls, SD**

- Full Time - Medical Transcriptionist (typing speed 70+ wpm).

**2000-2001**

**Healthscribe India, Pvt., Ltd., Bangalore, India**  
**Medical Transcription Trainer**

- Trained and evaluated Students for Medical Transcription
- Successfully completed proofreading course within the company
- Transcribed medical reports of multi-specialties for Oregon Health Sciences University and University of Michigan.

**1998-2000**

**Innovex Systems/CBay India, Bangalore, India**  
**Senior Trainer**

- Taught English and Medical Transcription styles as per AAMT guidelines.
- Designed the training program for Medical Transcription which included entrance tests, day-to-day scheduling, weekly tests, etc.
- Trained five batches of 30-50 students each for CBay, India.
- Successfully completed a 3-week training program in proofreading and editing at CBay Systems, Annapolis, MD.

**1997-1998**

**Baldwin Girls' High School, Bangalore, India**  
**English Teacher**

- Taught English literature and English Grammar for 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade

**1996-1997**

**Qualiscribe India Pvt., Ltd., Bangalore, India.**  
**Medical Transcription**

- Completed the transcription training, which included medical terminology, anatomy and physiology, pharmacology, pathology, and formatting styles as per the AAMT Book of

Style.

- Transcribed for the University of Nashville, Tennessee.

**1995-1996 Adarsha College, Bangalore, India**

- Lecturer, English Literature.

**General Instructional Duties at the universities/colleges**

- Teach and assist students, providing extra time if and when needed
- Create syllabi according to institution guidelines
- Grade assignments and report grades
- Attend faculty meetings as directed.
- Create and perform assessment measurements and report assessment information to course director.

**Courses successfully completed (offered by Colorado Tech):**

- Online Teaching Techniques (4 CEC)
- Enhancing Student Learning (4 CEC)
- Teaching Medical Terminology in Fun and Exciting ways (4 CEC).
- Teaching English Language Learners (4 CEC)

**Courses successfully completed at Kilian Community College**

- **Master Faculty Program offered by Kilian.**

**Served on Kilian Faculty Senate Board for two years**

**Awarded “#1 Instructor” by student vote in 2011, Kilian Community College**

**RELEVANT EDUCATION**

2015 – Advanced Certification to Teach English to Speakers of Other Languages from the American TESOL Institute.

1993-1995 MA English, Bangalore University, India **(Have original transcripts and a Translation by Educational Perspectives in sealed envelope).**

1980-1983 Bachelor of Science (BSc), Mount Carmel College, BU, India **(Have original transcripts and Translation by Educational Perspectives in sealed envelope).**

1978-1980 Pre-University, Mount Carmel College, Bangalore, India (11<sup>th</sup> and 12<sup>th</sup> grade)

1977 ICSE (Indian Certificate for Secondary Education) (10<sup>th</sup> grade)  
Cathedral High School, India