

**REIMBURSABLE DETAIL**  
**Center for Tobacco Products**  
**Office of Science**

The Center for Tobacco Products, Office of Science, Division of Regulatory Science Informatics (DRSI) organization is offering a Detail opportunity for Unclassified Duties. Applicants at the GS-14 level are encouraged to apply. The Detail is available immediately for a period of 120 days.

**Bargaining Unit Status:** Bargaining Unit Position

**Office Location:** Food and Drug Administration  
Center for Tobacco Products  
10903 New Hampshire Avenue  
Silver Spring, MD 20993-0002

**Opening Date:** May 22, 2018  
**Closing Date:** June 5, 2018

**Area of Consideration:** FDA-Wide

The Center for Tobacco Products (CTP), Office of Science (OS), Division of Regulatory Science Informatics (DRSI) organization offers a fast-paced, dynamic environment and an opportunity to work with dedicated, energetic people who want to make a difference and improve public health. The position is ideal for someone who seeks a critical role in the OS/DRSI organization and would enjoy the challenge of enhancing data flow, data access, and improving the utility of scientific information in Office of Science tobacco product regulation and research activities. The selectee will report to the DRSI Division Director. S/he will serve as a Science Advisor and a recognized authority on tobacco product science.

**Duties Include:**

The selected employee will provide authoritative and professional expertise in dealing with public health issues related to tobacco products. The duties may include:

- Applying standards for the design of knowledge organization systems, principles for design of interactive tools, and principles for assuring the integrity of regulatory and scientific information
- Engaging OS staff who are seeking understanding of tobacco product characteristics, product review, and research activities, and the scientific information associated with those activities
- Building ontology-based tools that organize CTP-OS scientific knowledge, provide scientific understanding that supports tobacco product regulation activities, and enhance searches to retrieve information that is highly reliable and relevant
- Working with CTP scientists to validate and extend knowledge areas described within the tobacco ontology or other data systems

- Develop data standards to allow CTP to receive, process, review, and archive submissions more efficiently and effectively
- Performing quality assurance activities pertaining to the integrity and accuracy of existing regulatory information and new data
- Other duties as assigned

**Desired Knowledge and Skills:**

- Knowledge of CTP mission, programs, and organization sufficient to collaborate with staff from various disciplines and offices on public health issues and problems
- Broad knowledge of a theories, principles, methods, and concepts in regulatory science informatics and extensive scientific and academic training, practical experience, continuing education and profession development sufficient to review a wide range of highly sophisticated and complex sponsor/industry applications
- Knowledge of applicable existing Agency laws, regulations, policies, procedures, guidelines, data standards and related development lifecycles
- Skill in identifying problems, such as flawed studies or questionable results
- Excellent organizational and task management skills
- Excellent oral and written communication skills
- Excellent interpersonal relationship skills

**Application Procedure:**

Supervisory concurrence should be obtained before you apply to this detail. The detail opportunity is open to all qualified candidates at the GS-14 level.

Interested applicants should submit a copy of their resume, most recent copy of SF-50, and statement of interest and supervisory concurrence via email to:

Gretchen Winand  
Office of Management/Human Capital Team  
[gretchen.winand@fda.hhs.gov](mailto:gretchen.winand@fda.hhs.gov)

Detail is reimbursable.  
Travel Expenses will not be paid.

**Candidates must express interest by June 5, 2018.**

**\*This is not an official vacancy announcement under the Merit Promotion System.**