

**REIMBURSABLE DETAIL
CENTER FOR TOBACCO PRODUCTS**

The Center for Tobacco Products is offering a Detail opportunity for a position as a Regulatory Counsel, GS-301-12. PHS Commissioned Corps officers are encouraged to apply. The Detail is available immediately for a period of 120 days. **No temporary promotion for this detail.**

Bargaining Unit Status: Bargaining Unit Position

Office/Duty Location: FDA
Center for Tobacco Products
Office of Compliance and Enforcement
Division of Business Operations/Contracts and
Program Operations Branch
10903 New Hampshire Avenue
Silver Spring, MD 20993

Opening Date: **June 3, 2019**
Closing Date: **June 14, 2019**

Area of Consideration: FDA-Wide

On June 22, 2009, the President signed the Family Smoking Prevention and Tobacco Control Act (Tobacco Control Act) (Public Law 111-31) into law. The Tobacco Control Act granted FDA important new authority to regulate the manufacture, marketing, and distribution of tobacco products to protect the public health generally and to reduce tobacco use by minors. To carry out this responsibility, FDA established the Center for Tobacco Products (CTP).

Major Duties:

The selected employee will serve as a Regulatory Counsel in the Office of Compliance and Enforcement (OCE). Duties may include:

- Act as a liaison between contractors and CTP; prepare and/or review contractual documents such as statements of work, contract proposals, and invoices; and participate in the quality control of contracts.
- Prepare replies to correspondence from interested persons or regulated communities on compliance issues.
- Participate in the decision-making process and in discussions concerning Office and Center-wide plans, enforcement actions, and other compliance activities.
- Suggest ways to improve the quality and work flow of compliance activities and programs.

Qualifying specialized experience includes:

- Knowledge of legislation, regulations, and guidance affecting FDA's Center for Tobacco Products.
- Skill in analyzing information, formulating conclusions and making recommendations.
- Strong negotiation skills.
- Solid foundation in regulatory review work.
- Excellent oral and written communication skills.

Desired Knowledge/Skills:

- Contracting Officer's Representative (COR) Level II Certification.

Application Procedure:

This detail opportunity is open to qualified candidates at the GS-12 grade level and USPHS Commissioned Corps Officers.

More than one selection may be made to fill on a rotational basis.

Supervisory concurrence is required in order to accept a detail; it is NOT required to apply.

Interested applicants must submit a resume, recent copy of SF-50, and a statement of interest via email to:

Anne Gentilcore
Anne.gentilcore@fda.hhs.gov
CTP Office of Management

AND

Michele Quander
Michele.Quander@fda.hhs.gov
CTP Office of Management

For questions about this position, please contact Carlene Farris Clarke at 301-796-6844.

Travel Expenses will not be paid.

Applications/resumes must be submitted by June 14, 2019.

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