

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

The Center for Tobacco Products, Office of Science is offering a detail opportunity for a **Science Policy Analyst, GS-601-14**. Applicants at the GS-13 and GS-14 levels are encouraged to apply. The Detail is available for a period of 120 days.

**Bargaining Unit Status:** Bargaining Unit Position

**Office Location:** FDA  
Center for Tobacco Products  
11785 Beltsville Drive  
Beltsville, MD 20705

**Opening Date:** **September 3, 2019**  
**Closing Date:** **September 16, 2019**

**Area of Consideration:** **FDA-Wide**

The CTP Office of Science offers a fast-paced, dynamic environment and an opportunity to work with dedicated, energetic people who really want to make a difference and improve public health. The position is ideal for someone who wants to have a critical role in the organization and would enjoy the challenge of handling a variety of assignments related to the regulation of tobacco products.

**Duties include:**

The selected employee will serve as a Senior Science Policy Analyst in the Office of Science, CTP and will work closely with senior management and other key members of the staff to advise and assist in defining, formulating and ensuring success implementation and effectiveness of new programs, policies, and initiatives that meet the needs of OS's functions. In this capacity, the incumbent:

- Provides staff leadership and direction by performing substantive activities related to the planning, development, administration, execution and coordination of programs, initiatives and policies in OS.
- Serves as a recognized expert in regulatory and health sciences with responsibility for developing policy and objectives, and monitoring program implementation for consistency with laws, regulations, and with Center policies and precedents.
- As a senior scientific expert with agency responsibility, the incumbent serves as advisor for the planning, design, implementation, and analysis of regulatory science programs, including rulemaking and guidance development.
- Provides leadership and direction in evaluating methodology of past and proposed regulatory program options for achieving Agency public health goals and assists subject-matter experts in the design of regulatory science programs conducted within the Center.

- Provides authoritative and professional consultative services to other CTP and FDA components, and other Government agencies as needed. Works to achieve consistent policy approaches.
- Maintains knowledge and keeps abreast of new regulatory science and public health findings by reading the most current publications applicable to regulation of tobacco products including peer-reviewed scientific literature.

**Desired Knowledge and Skills:**

- Broad understanding of the Federal Food, Drug and Cosmetic Act and implementing regulations at Title 21 CFR, related to CTP-regulated products.
- Knowledge and skill of theories, principles, methods, and concepts on scientific fields related to health sciences involved in tobacco product development, regulation, and review, sufficient to inform regulatory science and public health policies. As such, position requires a background of knowledge, skills and techniques gained from professional training in a health science or allied scientific field.
- Skill in analyzing problems, planning and coordinating activities to be carried out by diverse organizations and personnel engaged in developing or revising regulations and regulatory science policies and procedures.
- Knowledge of the basic principles and limitations of biological or physical scientific theories. Skill in applying the basic scientific principles, concepts and methodology in carrying out recurring investigations, operations, or procedures.
- Skill in working collaboratively; excellent interpersonal skills
- Excellent oral and written communication skills.

**Application Procedure:**

The detail opportunity is open to all qualified candidates at the GS-13 and GS-14 grade level or Commissioned Corps officers. A temporary promotion may be available.

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

Gretchen Winand  
Office of Management, Center for Tobacco Products, FDA  
[Gretchen.Winand@fda.hhs.gov](mailto:Gretchen.Winand@fda.hhs.gov)

If you are not currently in the GS-0601 series, please provide a copy of your unofficial transcripts.

Detail is reimbursable.

Travel Expenses will not be paid.

**Candidates must express interest by September 16, 2019.**

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

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