

REIMBURSABLE DETAIL/TEMPORARY PROMOTION OPPORTUNITY

CENTER FOR TOBACCO PRODUCTS

The Center for Tobacco Products is offering a temporary promotion detail opportunity for a position as Supervisory Consumer Safety Officer GS-0696-14. The detail is available immediately for a period of up to 120 days.

No. of Positions:	One
Bargaining Unit Status:	Non-Bargaining Unit Position
Office Duty Location:	FDA Center for Tobacco Products Office of Compliance and Enforcement Immediate Office/Quality Assurance and Improvement Branch 10903 New Hampshire Ave. Silver Spring, MD 20993
Opening Date:	October 31, 2019
Closing Date:	November 6, 2019
Area of Consideration:	Open to all career/career-conditional FDA-employees

On June 22, 2009, the President signed into law the Family Smoking Prevention and Tobacco Control Act (the Tobacco Control Act) (Public Law 111-31). The Tobacco Control Act granted FDA important new authority to regulate the manufacturing, 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).

The incumbent serves as a Supervisory Consumer Safety Officer (Branch Chief) in the Office of Compliance and Enforcement's Quality Assurance and Improvement Branch and directs a staff responsible for providing technical and other nonfinancial assistance to small tobacco product manufacturers, providing support for the development of information business processes and the management of the CTP human subject protection audit program.

Major Duties:

- Oversee the Office of Small Business in OCE.
- Supervise a team of compliance and regulatory staff in support of information technology development.
- Supervise the conduct, review, communication, and closeout of audits of agency-sponsored, -funded, or -conducted studies involving human subjects.
- Develops and implements policies and plans, makes critical decisions and provides expert advice concerning approaches and options that are sound and feasible to achieve organizational goals and objectives.

- Plans, and schedules work to be accomplished by staff, sets and adjusts priorities and prepares schedules for the completion of work.

Desired Knowledge and Skills:

- Ability to advise others in the application of Agency rules, regulations, and procedures.
- Skill in identifying problems, gathering information, drawing conclusions, recommending solutions, preparing reports, negotiating acceptance, and implementing recommendations.
- Solid foundation in regulatory review work.
- Excellent oral and written communication skills.

This series has an Individual Occupational Requirement (IOR)/positive education requirement. See link below for the requirements.

<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/0600/consumer-safety-series-0696/>

Applicants with one year of specialized experience at the GS-13 level who meet the basic qualifications of the position may be eligible for temporary promotion.

Application Procedure:

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

This Detail opportunity is open to:

- Qualified candidates at the GS-14 grade level
- Qualified candidates at the GS-13 grade level that have not previously held a temporary promotion position within the last 12 months
- Public Health Service Commissioned Corps Officers.

Interested applicants should submit via email a resume, SF-50* and statement of interest to:

Molly Quesenberry and Anne Gentilcore
Office of Management
Center for Tobacco Products, FDA
molly.quesenberry@fda.hhs.gov | anne.gentilcore@fda.hhs.gov

If you do not currently hold a Consumer Safety Officer position, please include a copy of your transcripts with your application.

*If you previously held a position as a Consumer Safety Officer, please submit a copy of your SF-50 that reflects this series in addition to a SF-50 reflecting your current position.

Questions about the position, please contact Jesse Hardin at 301-796-6830.

Travel Expenses will not be paid.

Applications/resumes must be submitted by November 6, 2019

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