

## **REIMBURSABLE DETAIL/TEMPORARY PROMOTION OPPORTUNITY**

### **CENTER FOR TOBACCO PRODUCTS**

The Center for Tobacco Products, Office of Compliance and Enforcement (OCE) is offering a reimbursable, temporary promotion detail opportunity for a Supervisory Regulatory Counsel, GS-301-14 not to exceed 120 days. PHS Commissioned Corps officers are encouraged to apply.

**Bargaining Unit Status:** Non-Bargaining Unit Position

**Office Duty Location:** FDA  
Center for Tobacco Products  
Office of Compliance and Enforcement  
**Division of Business Operations**  
**Division of State Programs**  
10903 New Hampshire Ave.  
Silver Spring, MD 20993

**Opening Date:** **November 25, 2019**

**Closing Date:** **December 2, 2019**

**Area of Consideration:** Open to 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 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:**

This position will serve as a Supervisory Regulatory Counsel over a Branch within the Office of Compliance and Enforcement, Division of Business Operations (DBO) and Division of State Programs (DSP). The duties for this detail include:

- Supervise a team involved in compliance and regulatory matters in support of CTP's mission-critical special initiatives and/or recurring tasks.
- Assign and review work on a regular and recurring basis and assure that requirements for production and accuracy are met. Responsible for ensuring consistent application of policies and procedures across the team for assigned processes/areas of expertise.
- Participate in the decision-making process, discussions and decisions concerning Office and Center plans and compliance and regulatory programs and activities. Advise senior level management on the status of program activities, including problems encountered and proposed solutions to program challenges.
- Provide advice, counsel, and instruction on work matters.
- Find ways to improve productivity to increase the quality of work of the Branch.

Qualifying specialized experience includes:

- 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, and negotiating acceptance and implementation of recommendations.
- Solid foundation in regulatory review work.
- Excellent oral and written communication skills.

**Additional Information:**

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.

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.

Multiple selections may be made to fill the position on a rotational basis.

**Application Procedure:**

This detail opportunity is open to all qualified candidates at the GS-13 grade level and USPHS Commissioned Corps Officers that have not previously held a temporary promotion position within the last 12 months and to U.S. Public Health Service Commissioned Corps Officers.

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.

More than one selection may be made 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:

Michele Quander

[Michele.Quander@fda.hhs.gov](mailto:Michele.Quander@fda.hhs.gov)

CTP Office of Management

AND

Anne Gentilcore

[Anne.gentilcore@fda.hhs.gov](mailto:Anne.gentilcore@fda.hhs.gov)

CTP Office of Management

Questions about the position, please contact Jesse Hardin, 301.796.6830

**Travel Expenses will not be paid.**

**Applications/resumes must be submitted by December 2, 2019.**

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