

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

The Center for Tobacco Products (CTP), Office of Science (OS) is offering a Detail opportunity for a position in one of the following series: **Microbiologist, 0403; Engineer, 0801; Chemistry, 1320; (Senior Science Advisor) GS-15**. Applicants at the GS-14 and GS-15 level are encouraged to apply. This Detail may consider multiple rotations. The Detail is available immediately for a period of 120 days. PHS Commissioned Corps Officers may apply. A temporary promotion may be considered.

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

**Position Office Location:**                FDA  
Center for Tobacco Products  
Calverton Tower  
Beltsville, MD

**Opening Date:**                                **April 14, 2020**  
**Closing Date:**                                 **April 24, 2020**

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

The Center for Tobacco Products 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.

The incumbent serves as the Associate Director in the Division of Product Science (DPS). The incumbent supervises a team of professional scientists whose mission is to evaluate, lead and direct studies on the engineering aspects of public health issues and problems and reviews of industry submissions. The incumbent provides authoritative and professional expertise in dealing with the chemical and biological aspects of public health issues related to tobacco products. The incumbent applies a professional knowledge of these and related sciences in the control and prevention of disease or injury. Duties may include:

- Provides executive leadership and managerial direction to professional, technical, and support personnel engaged in a variety of substantive activities related to the planning, development, execution and coordination of tobacco program policies and activities. Providing expert advice and comments on scientific matters related to existing and proposed policies, programs, regulations, proposed legislation and legislative strategy.
- The incumbent plans, organizes, and directs studies to isolate and define the product science aspects contributing to public health issues and problems and the development of strategies and programs to understand and address the population component of public health issues.

- Serves as a recognized expert in handling the most highly complex matters related to science policy activities within the Division and/or the Center.
- Provides authoritative and professional expertise in dealing with engineering, chemical and/or biological aspects of public health issues related to tobacco products.
- Leads review of industry submissions by analyzing and determining the adequacy of data and tests submitted by a manufacturer to support claims including whether the product is appropriate for the protection of public health.
- Provides expert advice and assistance to scientists and officials on a wide range of matters. Advises the Office and Center management on public health issues related to the area of scientific expertise.
- The incumbent may also be assigned other responsibilities or special projects that are commensurate with his/her background and capabilities.
- Serves as a recognized scientific expert/authority in matters related to designated area of responsibility.
- Performs other duties as assigned.

Supervises a staff of professional scientists. Plans and schedules work to be accomplished by subordinates, sets and adjusts long and short-term priorities and prepares schedules for completion of work, when necessary. Assigns work to subordinates based on priorities, considering difficulty and requirements of assignments as well as the capabilities of employees.

**Desired Knowledge and Skills:**

- The incumbent has a comprehensive knowledge of the Food, Drug, and Cosmetic Act Chapter IX Tobacco Products and related regulations, policies, and guidance. The incumbent must possess expert knowledge of a wide range of principles, practices, techniques, and current research developments related to tobacco product chemistry and must be able to guide branch staff in approaches to solve a variety of technical problems.
- The incumbent has deep knowledge and understanding of tobacco-related laws, regulations, guidance, and policy. The incumbent must be able to integrate science and regulations to develop policies/positions on issues. The incumbent must also be able to advise internal and external stakeholders on activities related to tobacco research and evaluation of product chemistry.
- The incumbent should have a mastery of the theories, principles and methods in field of expertise and advanced chemistry, biological or engineering sufficient to review a variety of complex industry applications, to apply new scientific and technological developments to novel and critical problems which cannot be solved by the use of conventional methods; and to extend and modify approaches, precedents and methods in order to resolve and prevent obscure, and unprecedented

problems.

- Excellent organizational skills.
- Skill in working collaboratively.
- Excellent oral and written communication 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 and GS-15 grade levels or Commissioned Corps Officers.

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

Rebecca Michele Martin  
Program Analyst  
Office of Management, Center for Tobacco Products, FDA  
[Rebecca.Martin@fda.hhs.gov](mailto:Rebecca.Martin@fda.hhs.gov)

If you are not in a current 1320, 0801, or 0403 series please submit a copy of your Transcripts with your application.

Detail is reimbursable.  
Travel Expenses will not be paid.

**Candidates must express interest by April 24, 2020.**

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