

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

The Center for Tobacco Products (CTP), Office of Science (OS), Division of Population Health Science (DPHS), Epidemiology Branches are offering Detail opportunities for Supervisory Epidemiologists, GS-0601-14. Applicants at the GS-13 and GS-14 level are encouraged to apply. 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  
Office of Science  
Beltsville, MD 20705

**Opening Date:** September 14, 2020

**Closing Date:** October 2, 2020

**Area of Consideration:** FDA-Wide

The CTP/OS/DPHS/Epidemiology Branches offer 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 supervise a team of epidemiologists who provides authoritative and professional expertise in dealing with public health issues related to tobacco products to support implementing the Family Smoking Prevention and Tobacco Control Act. Duties include:

- Serves as a supervisor for a contingent of subordinate positions. Supervisory duties include assigning work, setting short-term priorities, reviewing work, giving advice and instruction, identifying training needs, evaluating performance and recommending personnel actions.
- Keeps abreast of scientific developments and current practices in epidemiologic research through review of published literature and by continuing professional development through interactions with experts in the field.
- Supervises the design and conduct of epidemiologic studies to inform tobacco product regulation, including the analysis of data obtained from epidemiologic studies and surveillance systems.
- Serves as a national or internationally recognized expert on epidemiological issues related to tobacco products.
- Plays a supervising role in the development of policy by providing expertise on current issues related to the epidemiology of tobacco products.

- Conducts and oversees critical reviews and assessments of epidemiologic study proposals, protocols, analyses, and reports submitted to the FDA by external individuals and organizations, such as tobacco product manufacturers in support of a product application.
- Prepares reports and makes presentations on research results to supervisors and peers internally, and professional societies and industry meetings externally.

**Desired Knowledge and Skills:**

- Mastery of epidemiologic theories, principles, and practices to perform the full range of duties involved in the position.
- Mastery in planning, conducting, and evaluating epidemiologic research, including issues related to study design, data analysis, and interpretation of findings.
- Demonstrated experience in interpreting and reporting the results of research orally and in written form.
- Knowledge of and demonstrated experience and ability in epidemiologic research methods and statistical analysis.
- Knowledge of CTP missions, programs and organizations structures sufficient to collaborate with other CTP staff on public health issues and problems.
- Ability to communicate effectively to accurately represent the FDA/CTP and the assigned program area in dealing with representatives of other agencies and organizations.
- Excellent organizational skills.
- Excellent oral and written communication skills.
- Exceptional interpersonal relationship skills and ability to collaboratively lead teams (e.g., maximize each person’s contributions, reconcile divergent viewpoints, and maintain harmonious working relationships).

**Application Procedure:**

Supervisory concurrence must be obtained before you apply to this detail. The detail opportunity is open to all qualified candidates at the GS-13 and GS-14 grade levels or Commissioned Corps officers (O4, O5,O6).

Please enter **Detail: CTP, OS Supervisory Epidemiologists, GS-0601-14** in the subject line of e-mail.

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

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

Detail is reimbursable.  
 Travel Expenses will not be paid.

**Candidates must express interest by October 2, 2020.**

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