

**REIMBURSABLE DETAIL
Center for Tobacco Products**

The Center for Tobacco Products (CTP), Office of Science (OS) is offering a Detail opportunity for an **Unclassified Duties (Supervisory Microbiologist (Branch Chief) GS-0403-14)**. Applicants at the GS-13 and GS-14 levels are encouraged to apply. The Detail is available immediately for a period of 120 days. PHS Commissioned Corps Officers may apply. A temporary promotion will not be considered.

Bargaining Unit Status: Non-Bargaining Unit

Position: **Unclassified Duties**

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

Opening Date: **November 19, 2020**
Closing Date: **November 24, 2020**

Area of Consideration: **FDA**

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.

Duties include:

The selected employee will serve as the Unclassified Duties (Supervisory Microbiologist (Branch Chief)) in the Division of Product Science (DPS) that supports CTP's scientific review programs and activities. The duties may include:

- Reviews, plans, and prioritizes the review of products.
- Coordinates, directs, and leads applied research and the development of product standards on tobacco products.
- Leads a team of microbiologists in tackling difficult research and regulatory problems.
- Oversees and provides authoritative and professional expertise in dealing with public health issues related to the microbiological properties of tobacco products.
- Evaluates complex factors (e.g., the accepted solution of one of them may be in direct conflict to the accepted solution of another).
- Responsible for the sustained progress of the projects in accordance with scheduled timeline and available resources. Serves as scientific expert keeping up with literature and scientific developments regarding tobacco products and communicates agency findings in public forums such as advisory committee meetings.

- Collaborates with other CTP staff in the design of public health programs to understand and incorporate the microbiological aspects in an integrated approach to disease or injury prevention. Partners with other government agencies and private organizations to accomplish programs objectives.
- Performs other duties as assigned.

Desired Knowledge and Skills:

- Knowledge of a wide range of principles, practices, techniques, current research developments and regulations relating to microbiology or similar expertise, such as would normally be acquired through completion of a degree in a field of microbiology, or other appropriate combination of college education and professional experience.
- Knowledge of the current developments in the field of microbiology and relevant state-of-the-art procedures.
- Ability to manage projects and resources, the ability to meet project goals, and skill in planning and organizing the work of project teams to accomplish a variety of concurrent activities.
- Excellent organizational skills.
- Skill in working collaboratively.
- Excellent oral and written communication skills.

Application Procedure:

Supervisory concurrence must be obtained before you apply to this Detail. The Detail opportunity is open to all candidates at the GS-13 and GS-14 grade level or Commissioned Corps Officers.

Please enter **Detail: CTP, OS Unclassified Duties (Supervisory Microbiologist (Branch Chief) GS-0403-14) (November)** in the subject line of e-mail.

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

Rebecca Michele Martin
Program Analyst
Office of Management, Center for Tobacco Products, FDA
Rebecca.Martin@fda.hhs.gov

and

Rachel Bartlebaugh
Program Analyst
Office of Management, Center for Tobacco Products, FDA
Rachel.Bartlebaugh@fda.hhs.gov

Please submit a copy of your transcripts, if you are in a different series.

Detail is reimbursable.

Travel Expenses will not be paid.

Candidates must express interest by November 24, 2020

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