



TITLE 21 VACANCY ANNOUNCEMENT

**Department of Health and Human Services (HHS)
Food and Drug Administration (FDA)
Center for Devices and Radiological Health (CDRH)
Office of Strategic Partnerships and Technology Innovation (OST)
Division of Technology and Data Services (TDS)
Data Services Team (DST)**

Position: Supervisory Data Officer

Series: [Miscellaneous Administration and Program Series \(0301\)](#).

Location(s): Silver Spring, Maryland

Travel Requirements: This position requires up to 25% travel.

Application Period: March 10, 2020, through April 9, 2021

Salary: Salary is commensurate with education, experience, and comparable market pay and starts in the \$120,000 range.

Conditions of Employment: United States Citizenship is required.

Special Notes: This position is being filled under an excepted hiring authority, Title 21, Section 3072 of the 21st Century Cures Act. The candidate selected for this position will serve under a career or career-conditional appointment and be paid under the provisions of the authority. [Additional information on 21st Century Cures Act can be found here.](#)

Introduction:

Conveniently located in Silver Spring, Maryland, the Food and Drug Administration (FDA or Agency) is the regulatory, scientific, public health and consumer protection agency responsible for ensuring all human and animal drugs, medical devices, cosmetics, foods, food additives, drugs and medicated feeds for food producing animals, tobacco and radiation emitting devices safe, and effective.

The mission of the Center for Devices and Radiological Health (CDRH or Center) is to protect and promote the public health by performing essential public health tasks designed to ensure medical devices, diagnostic products, and radiological equipment, to include new and emerging technologies, are safe, reliable, and effective for the American people. Within CDRH, the Office of Strategic Partnerships and Technology Innovation (OST or Office) provides leadership for all scientific collaborative and emerging technology related activities at the Center. The Division of Technology and Data Services (TDS or Division) within OST directs and oversees the management of the Center's data and technology services to support comprehensive knowledge management amongst the Offices within the Center, and digital transformation services to ensure effective design, integration, and utilization of information systems, electronic data, and analytic capabilities to optimize regulatory business processes. To learn more

please visit the [OST](#) and [TDS](#) web pages for additional information.

Position Summary:

CDRH is seeking an experienced strategic and visionary Supervisory Data Officer (SDO) to lead the Center's data modernization initiative. In directing this initiative, you will guide all enterprise-wide data architecture and technology effort, spearhead the Center's data modernization program, and develop, define, and direct all data governance strategies. In this position, you will report directly to the Director of the Division of Technology and Data Services and take the lead in advancing the Center's strategic vision, core business objectives, and enterprise data strategy.

Supervisory Responsibilities:

As the SDO, you will lead a high-performing, multidisciplinary scientific, technical, and professional team, and support innovation, agility, and design creativity. You will also evaluate the technical performance of your team members who serve as experts in their respective fields, and will devote at least 25 percent of your time towards coaching, mentoring, and supervising your employees.

Duties/Responsibilities:

The Supervisory Data Officer performs the following:

- Serves as an expert advisor on developing and implementing an enterprise-wide data strategy, to include creating a Center-wide approach to data governance, data migration, and data integration across cloud and on-premise applications
- Engages and educates CDRH staff on Data as an enterprise asset in our environment, and the role of proper data management, governance, and stewardship in our organization.
- Designs, implements, and defines the Center's internal and external roadmaps for data governance and information management in accordance with the applicable and relevant FDA and the Department of Health and Human Services (HHS or Department) policies, procedures, and plans.
- Designs and implements data standards and data management components including master data management, metadata, and data quality.
- In coordination with the FDA Office of Information Management and Technology, establishes a secure and robust Center-wide data ecosystem that allows for the accessibility, sharing, and storage of medical product data throughout its lifecycle, for use by authorized users (i.e., Center and Agency employees, as well Department leadership, industry, and other key stakeholders).
- Partners with CDRH's Chief Data Steward and key business owners on planning, development, implementation, and maintenance of data definitions, policies, processes, and platforms to create a trusted data environment for the Center.
- Identifies risks and encourage continuous improvements in data management through technological innovation and operational improvement.
- Establishes/refines the organizations, solutions, staffing, and tools to provide the business with enterprise Analytics/Business Intelligence, reporting, visualization, data sharing, and internal/external data movement.
- Develops enterprise data security standards, policies, and procedures for all CDRH data at rest and in-motion. Collaborates with business data governance and

stewardship resources to ensure data quality, protection, security, and proactive monitoring.

- Represents the Division and Office at Center and Agency-level meetings involving matters related to CDRH business integration, data governance, and data modernization services.
- Keeps abreast of evolving regulatory and healthcare standards and business drivers, as well as new industry data tools and best practices. Brings this knowledge back to CDRH for incorporation in programs as appropriate.
- As a component of the enterprise data strategy and vision, defines what Data as a Service (DaaS) means to CDRH and its business partners.
- Oversees the analysis, design, development, and implementation of new data systems and infrastructure to replace or upgrade current systems, including designing, orchestrating, implementing, and maintaining databases, data warehouses, and/or data lakes.

Professional Experience/Key Requirements:

To qualify for this position, you must demonstrate in your resume the necessary qualifying experience for this position, which is equivalent to the following:

- Leading and collaborating with cross-functional teams; developing, establishing, and sustaining enterprise-wide data programs and initiatives; building coalitions, achieving stakeholder buy-in, and influencing executive leadership across complex multilayered organizations.
- Establishing and integrating complex, cross-organizational processes, data architecture, information management initiatives and strategies, and strategic metrics and milestones.
- Designing, building, and implementing a data governance framework for large, complex organizations.
- Providing data delivery services to a sophisticated business audience with complex and evolving information needs.
- Implementing Big Data warehousing; utilizing high-level technical knowledge in public/hybrid cloud transformations; adopting emerging technologies; setting the strategic direction for data governance, controls, and standards.

Additional Conditions of Employment:

- One-year probationary period may be required.
- Background and/or Security investigation required.
- All applicants born male, on (or after) 12/31/1959, must be registered with the [Selective Service System](#) OR have an approved exemption.
- This position may be subject to strict prohibited financial interest regulations which could restrict the type of financial interest (stock holdings) for the employee, the spouse, and minor children of the employee. For additional information on the prohibited financial interests, please visit the FDA Ethics and Integrity Office website at <https://www.fda.gov/about-fda/jobs-and-training-fda/ethics>.

How to Apply:

Prior to applying, please see the following instructions:

- Documents to submit: electronic resume or curriculum vitae and a cover letter containing a brief summary of accomplishments related to the position.
- Compile all applicant documents into **one combined document (i.e. Adobe PDF)**
 - Include Job Reference code “**2020-OST-DTDS-DT-031**” in the email subject line.
- Email comprehensive applicant package/document to CDRHRecruitment@fda.hhs.gov by **Friday, April 9, 2021**.

Equal Employment Opportunity Policy

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

- [Equal Employment Opportunity \(EEO\) for federal employees & job applicants](#)

Reasonable Accommodation Policy

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application process should follow the instructions in the job opportunity announcement. For any part of the remaining hiring process, applicants should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

A reasonable accommodation is any change to a job, the work environment, or the way things are usually done that enables an individual with a disability to apply for a job, perform job duties or receive equal access to job benefits.

Under the Rehabilitation Act of 1973, federal agencies must provide reasonable accommodations when:

- An applicant with a disability needs an accommodation to have an equal opportunity to apply for a job.
- An employee with a disability needs an accommodation to perform the essential job duties or to gain access to the workplace.
- An employee with a disability needs an accommodation to receive equal access to benefits, such as details, training, and office-sponsored events.

You can request a reasonable accommodation at any time during the application or hiring process or while on the job. Requests are considered on a case-by-case basis.

Learn more about [disability employment and reasonable accommodations](#) or [how to contact an agency](#).

The Department of Health and Human Services is an equal opportunity employer

with a smoke free environment.

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