



**Department of Health and Human Services (HHS)  
Food and Drug Administration (FDA)  
Center for Devices and Radiological Health (CDRH)  
Office of Science and Engineering Laboratories (OSEL)  
Division of Biomedical Physics (DBP)**

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**Position(s):** Deputy Division Director

**Location(s):** Silver Spring, Maryland, FDA headquarters, [White Oak Campus](#)

**Travel Requirements:** This position may require up to 25% travel.

**Application Period:** Friday, December 17, 2021, through Monday, January 31, 2022

**Salary:** Salary starts at \$163,962.00 and is commensurate with experience

**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:** The [Center for Devices and Radiological Health \(CDRH or Center\)](#) assures that patients and providers have timely and continued access to safe, effective, and high-quality medical devices and safe radiation-emitting products. CDRH facilitates medical device innovation by advancing regulatory science, providing industry with predictable, consistent, transparent, and efficient regulatory pathways, and assuring consumer confidence in devices marketed in the U.S.

Within CDRH, the [Office of Science and Engineering Laboratories](#) (OSEL or Office), which is comprised of multidisciplinary scientists and engineers from a wide array of specializations, works to advance the mission of CDRH by promoting innovation, through experimentation and research to support the development of new and emerging lifesaving and life-sustaining medical devices. OSEL openly shares its data, technical expertise, and regulatory knowledge with internal and external stakeholders across the Center, Agency, Department of Health and Human Services, academia, industry, and standards organizations to support and ensure evidenced-based and transparent regulatory decision making, regarding medical devices throughout their total product lifecycle.

The [Division of Biomedical Physics](#) conducts research and engineering studies in the areas of optical technologies, electrophysiology, functional monitoring, functional performance, electrical simulation, electromagnetics, and wireless technologies. The Division studies and evaluates medical devices and electronic products in support of product approval, product testing, enforcement, and standards development activities.

**Position Summary:** CDRH is seeking an experienced, Team first, and mission-focused leader to serve as the Deputy Division Director of DBP. In this position, reporting directly to the DBP Director, you will have the opportunity to universally impact and improve the health outcomes and the quality of life of the American people by ensuring the safe, effective, and reliable advancement of new and emerging diagnostic medical devices and technologies. Primarily, you will be responsible for providing leadership, administrative management, and exercising sound scientific and evidenced-based technical judgement in the review of in-scope medical products throughout their total product lifecycle. Your critical regulatory work and the utilization of your expert nurturing managerial expertise will assist the Director in advancing the mission of the Division, Office, and Center.

**Supervisory Responsibilities:**

You will assist the DBP Director in setting strategy, advancing initiatives, and ensuring the goals, priorities, and objectives of the Division align with those of OSEL, the Center, and Agency. As a creative and collaborative leader, you will manage and grow a high-performing, multidisciplinary scientific, technical, and professional workforce for optimal efficiency and performance. As such, you will evaluate the technical and managerial performance of your subordinate supervisors and devote at least 25 percent of your time towards coaching, mentoring, and collaborating with your leadership team.

**Duties/Responsibilities:**

As the DBP Deputy Division Director, you will:

- Ensure the uniform adoption, implementation, and consistent application of OSEL guidance, procedures, and policies, regarding the regulatory oversight of medical products within the scope of the Office, are followed.
- In concert with the DBP Director and Office Director, develop, coordinate, and establish Division-wide policies, procedures, and programmatic norms rooted in science to assure diagnostic imaging medical products, especially those with novel and emerging technology, are safe, effective, reliable, and available for patients and providers.
- Collaborate with the DBP Division Director and the OSEL Office Director in planning, organizing, and establishing or realigning priorities, assignments, and work projects to advance new initiatives and/or the programmatic and regulatory objectives of the Division and Office.
- Forge mutually beneficial formal partnerships with medical device manufacturers, foreign agencies, professional scientific organizations, health care community, patient advocacy groups, academia, and other federal, state, and local stakeholders.
- Create and sustain a strong and dynamic culture within the Division including organizational agility, a focus on continuous improvement, and staff empowerment and collaboration.
- Utilize expert scientific and technical knowledge and vast regulatory expertise to serve as an authoritative and principal advisor to the DBP Director, as well as the OSEL Office Director, on in scope medical devices and public health matters of importance to the Division and Office.
- Collaborate with colleagues across the Division and Office to develop new guidance documents, policies, and national and international consensus standards regarding the regulatory and scientific review of new and emerging medical devices and technologies.
- Partner with the Division Director to conduct regulatory science research, participate in pre- and post-market medical device review and surveillance activities, develop domestic and international consensus standards, regulatory guidance, testing of forensic and regulatory samples, and provide training and educational program opportunities, for staff, in the areas of science and engineering.
- Represent the Division, Office, Center, and Agency at meetings, discussions, advisory panels, and conferences involving officials from the Department and other Federal, state, and local government agencies, foreign governments and international agencies, the scientific, academic,

and medical communities, and representatives of regulated industry to present and explain DBP activities, plans, policies, and decisions.

- Advises the Division Director and Office leadership on the utilization of new and emerging medical device technologies. Look for early signals, trends, and other critical information in the medical device development space that can be used to forecast future research needs.
- Draft decisions and recommendations of national public health significance, which may impact the availability of certain products due to safety, efficacy, and reliability concerns.
- Ensures the comprehensive support of product advisory panels, industry, and consultants and coordinates actions on classification actions, petitions, premarket notifications (510(k)s), premarket approval applications (PMAs), PDPs, De Novos, 513(g)s, and Investigational Device Exemptions (IDEs) with Center and Agency components or other organizations, when appropriate.

### **Professional Experience/Key Requirements:**

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

- Experience in leading and managing multidisciplinary scientists, clinicians, and other regulatory professionals in large-scale science-based organizations.
- Ability to analyze and interpret regulatory policy and guidance to share expertise and advise leadership on highly complex and precedent setting public health matters.
- Leads the strategic achievement of organizational goals, evaluating organizational performance and taking action to improve performance.
- Ability to build collaborative and mutually beneficial working relationships with a diverse cadre of customers and stakeholders.
- Skillful in effectively interpreting and presenting complex scientific, technical, and regulatory information and concepts, in both written and oral formats, for a variety of audiences.

### **Desirable Education and Experience:**

- Applicants with advanced degrees in chemistry, engineering, biomedical engineering, physics, computer science, healthcare disciplines, or related field.
- Prior experience in a scientific, regulatory, or medical device manufacturing setting.
- Ability to work collaboratively with a diverse cadre of colleagues and stakeholders in a continuous quality improvement ecosystem.

### **Basic Qualifications:**

Candidates must possess the required individual occupational requirements to qualify for the appropriate series applicable to the position. Please use the following link to determine the series for which you qualify: <https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/#url=List-by-Occupational-Series>

### **Conditions of Employment:**

- A 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 is 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, visit the FDA Ethics and Integrity Office website at <https://www.fda.gov/about-fda/jobs-and-training-fda/ethics>.

- Due to COVID-19, the Agency is currently in an expanded telework posture. If selected, you may be expected to temporarily telework, even if your home is located outside the local commuting area. Once employees are permitted to return to the office, you will be expected to report to the duty station listed on this announcement within 45 days. At that time, you may be eligible to request to continue to telework one or more days a pay period depending upon the terms of the agency's telework policy. As required by Executive Order 14043, Federal executive branch employees are required to be fully vaccinated against COVID-19 regardless of the employee's duty location or work arrangement (e.g., telework, remote work, etc.), subject to such exceptions as required by law. If selected, you will be required to be vaccinated against COVID-19 and will receive instructions on how to provide documentation.

**How to Apply:** Submit an electronic resume or curriculum vitae, cover letter containing a brief summary of scientific accomplishments, SF-50 (if applicable), and a copy of unofficial transcripts all in one document (**Adobe PDF**) to [CDRHRecruitment@fda.hhs.gov](mailto:CDRHRecruitment@fda.hhs.gov), with Job Reference code **“2020-OSEL-DBP-006”** in the subject line. Applications will be accepted through **January 31, 2022**.

### **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.

*FDA is an equal opportunity employer*