REIMBURSABLE DETAIL
CENTER FOR TOBACCO PRODUCTS

The Center for Tobacco Products (CTP), Office of Compliance and Enforcement (OCE) is offering a Detail opportunity to Unclassified Duties (Equivalent to a Division Director). Applicants at the GS-15 level are encouraged to apply. PHS Commissioned Corps Officers may apply. The Detail is for a period of 90 days. **No Temporary Promotion.**

Bargaining Unit Status: Non-Bargaining Unit Position

Office/Duty Location: FDA
Center for Tobacco Products
Office of Compliance and Enforcement
Division of Enforcement and Manufacturing
10903 New Hampshire Avenue
Silver Spring, MD 20993

Opening Date: **05/25/2022**
Closing Date: **06/01/2022**

Area of Consideration: Open to all Career/Career Conditional CTP Employees Only

On June 22, 2009, the President signed the Family Smoking Prevention and Tobacco Control Act (Tobacco Control Act) (Public Law 111-31) into law. The Tobacco Control Act granted FDA important new authority to regulate the manufacture, marketing, and distribution of tobacco products to protect the public health generally and to reduce tobacco use by minors. To carry out this responsibility, FDA established the Center for Tobacco Products (CTP).

Duties include:

The incumbent serves as the Division Director, Division of Enforcement and Manufacturing in OCE.

The incumbent:

- Provide leadership and direction to staff engaged in planning, developing, and executing compliance program activities.
- Schedule work assignments, set priorities and coordinate the work of the staff.
- Provides liaison between Office, Center, and compliance organizational units within FDA to ensure consistent regulation and policy on tobacco manufacturing issues.
- Coordinates handling of complex tobacco recalls and compliance and enforcement activities with national public health impact.
- Develops and/or recommends to the Center Director, compliance policy and plans for activities regarding manufacturing and vapeshop inspections.
- Administers all field planning activities and issues all field assignments for the Center. Works with the Office of Regulatory Affairs (ORA) to prepare inspection and investigation work plans and allocates resources for the Center inspection programs

Desired Knowledge and Skills:

- Knowledge of the various laws, regulations, and policies applicable to HHS and FDA governing or affecting the programs administered by CTP.
- Ability to analyze complex, legal, enforcement and other information and interpret the significance of this data under prevailing legal principles, as expressed in statutes, regulations, and case law.
- Solid foundation in regulatory review work.
- Excellent oral and written communication skills.
- Excellent organizational skills.

The incumbent will also be responsible for the below supervisory duties:

- Organizational Management
- Program Management
- Resource Management
- Personnel Performance Management

Application Procedure:

The Detail opportunity is open to all qualified candidates at the GS-15 grade level or Commissioned Corps Officers.

Supervisory concurrence is required in order to accept a detail; it is NOT required to apply.

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

Renise Tillery
Office of Management
Center for Tobacco Products
Renise.Tillery@fda.hhs.gov

AND

Michele Quander
Office of Management
Center for Tobacco Products
Michele.Quander@fda.hhs.gov

For questions about this position, please contact Terry McDonald at Theresa.McDonald@fda.hhs.gov.

Travel Expenses will not be paid.

Applications/resumes must be submitted by Wednesday, June 1, 2022.

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