



**Title 21 Vacancy Announcement**  
**U.S. Department of Health and Human Services (HHS)**  
**Food and Drug Administration (FDA)**  
**Center for Drug Evaluation and Research (CDER)**  
**Office of Translational Sciences (OTS)**

**Application Period:** February 1, 2023 – February 15, 2023

**Area of Consideration:** United States Citizenship is required. You must be a U.S. Citizen or U.S. National. Foreign nationals or legal permanent residents are not eligible for consideration.

**Position:** Deputy Division Director (Supervisory  
Mathematical Statistician)

**Series:** AD-1529

**Location(s):** Silver Spring, MD

**Salary:** \$148,484 – \$230,284

**Work Schedule:** Full Time

**Cures Band(s):** Band E

**Full Performance Band Level:** Band E

**Travel Requirements:** 25% or less

**Bargaining Unit:** 8888

**Relocation Expenses Reimbursement:** You may qualify for reimbursement of relocation expenses in accordance with agency policy.

**This position is being filled under a stream-lined 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 this authority.**

**Additional information on 21st Century Cures Act can be found here:**

[21st Century Cures Act Information](#)

## Introduction

The Food and Drug Administration (FDA) 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 Drug Evaluation and Research (CDER) is to perform an essential public health task by making sure that safe and effective drugs are available to improve the health of people in the United States. CDER regulates over-the-counter and prescription drugs, including biological therapeutics and generic drugs.

The mission of the Office of Translational Sciences (OTS) is to empower a diverse, collaborative, and high performing workforce to champion innovation and advance global human drug development.

The Office of Biostatistics is recognized for excellence in the application and communication of statistical science in drug regulation and development. It plays a central role in promoting innovative, science-based, quantitative decision-making throughout the drug development life cycle. To support CDER's mission, it provides statistical leadership, expertise, and advice to ensure that safe and effective drugs are available to the American people.

The Division of Analytics and Informatics (DAI) provides leadership and support for the computational and programming needs and initiatives across OB with respect to data standards, data quality and data integrity, scientific computing, data visualization tools, standardization of statistical programming tools and processes.

This position is located in the Division of Analytics and Informatics (DAI), Office of Biostatistics (OB), Office of Translational Science (OTS), Center for Drug Evaluation and Research (CDER), Food and Drug Administration (FDA).

## Duties/Responsibilities

As a **Deputy Division Director (Supervisory Mathematical Statistician)**, the incumbent is responsible for providing professional leadership and direction to subordinate supervisors and division staff. In this capacity, the incumbent is responsible for planning, coordinating, and evaluating the administrative and technical programs and activities such as directing statistical and scientific programming in support of regulatory review.

- Provides statistical, methodological, and data management information and advice, including providing analytical and consultant services within the scope of policies and programs.
- Organizes work, establishes priorities, and administers the division operations. This includes operating through the subordinate supervisors to render guidance on policy and administrative matters and taking responsibility for the productivity and quality of work products within the division. Work products may cover areas of special interest including data standards, data integrity, data quality, statistical and scientific programming, data visualization and communication particularly as applied to digital health technologies (DHTs), clinical outcome assessments (COAs), biomarker qualifications, and complex, adaptive and Bayesian designs.
- Mentors, directs and provides oversight of work products of DAI staff members related to investigational new drug (IND) application, new drug application (NDA), biologics licensing application (BLA), emergency use authorization (EUA), abbreviated new drug application (ANDA) reviews and special projects.
- Interacts with internal and external groups such as other CDER offices and standards developing organizations (SDOs) to determine the most critical areas for new statistical regulatory initiatives and the most effective rapport with industry, academia, appropriate Federal agencies and national or international research and regulatory agencies on data standards, data integrity, data quality, statistical and scientific programming, data visualization and communication issues.
- Develops expertise and takes a statistical and scientific computing signatory role in applications involving DHTs, COAs, biomarker qualifications, and complex adaptive and Bayesian designs in new and supplemental drug and biologic applications.

**Supervisory Responsibilities:** Provides technical and administrative direction and supervision to subordinate supervisors and staff responsible for performing the varied and broad regulatory review functions of the division at least 25% of the time related to the highly complex programming requirements of the Agency which are constantly changing and often involve extensive coordination.

## Conditions of Employment

- U.S. Citizenship requirement or proof of being a U.S. National must be met by closing date.
- Employment is subject to the successful completion of a background investigation, verification of qualifications, completion of onboarding forms, submission of required documents, and any other job-related requirement before or after appointment.
- Applicants must meet all qualification requirements by the closing date of this announcement.
- Direct Deposit: You will be required to have all federal salary payments electronically deposited into a bank account with a financial institution of your choice.
- FDA participates in e-Verify: All new hires must complete the I-9 form; this information will be processed through e-Verify to determine your employment eligibility. If a discrepancy arises, you must take affirmative steps to resolve the matter.
- Males born after December 31, 1959 must be registered with the Selective Service.
- One-year supervisory probationary period may be required.
- Financial Disclosure may be required.
- Ethics Clearance may be required.
- Background Investigation/Security Clearance is required. All employees must pass a security investigation. Failing to pass the background check may be grounds for removal or legal action. If hired, you may be subject to additional investigations at a later time.

## Qualifications

To be placed into a Cures position, candidates must meet the following criteria:

1. Scientific, Technical, and Professional Fields
2. Qualified and Outstanding Candidates
  - a. **Qualified** applies to all candidates for Cures appointments. The FDA OTS will use the basic requirements defined in the [OPM Qualification Standards](#) as a baseline for comparing experience levels and other candidate attributes for relevant positions.
  - b. **Outstanding** candidates can be defined by existing outstanding work experience, outstanding performance rating, or both.

To qualify for this Title 21 Cures position, the candidate(s) must meet the following **required** qualifications. *Please note: Additional education and experience listed that is not indicated as required is preferable and desired. Candidates who do not meet the “desired” criteria will not be excluded from consideration for this position.*

### **Education Requirement:**

[Mathematical Statistics Series, AD-1529](#)

### **Desired Education:**

The ideal candidate should possess at least a master's level degree in biostatistics or

statistics/epidemiology/mathematics from an accredited institution of higher learning or other research masteral degree widely recognized in U.S. academe as equivalent to a MS/MA.

### **Professional Experience:**

Our ideal candidate will possess:

- Experience and skill to communicate and drive collaboration, empower staff, provide expert advice and consultation, coordinate program activities, and spearhead important program initiatives.
- Demonstrated experience and ability to apply leadership principles and concepts.
- Possession of experience and ability to manage and lead a diverse interdisciplinary staff.
- Experience conducting statistical research and review of studies submitted in support of regulatory drug or biologic applications.
- Experience evaluating and applying statistical methodology to provide scientific support for regulatory decisions regarding mathematical scientific initiatives.
- Ability to function within a regulatory environment and problem solve to meet challenging demands.
- Experience and understanding of Federal Regulations related to the work of the Center for Drug Evaluation and Research.
- Ability to communicate effectively and efficiently, both verbally and in writing, and drive collaboration.

## Education Transcripts

SUBMITTING YOUR TRANSCRIPTS: Positions which are scientific or technical in nature often have very specific educational requirements. A transcript is required to verify educational achievement. Pay careful attention to the Qualifications and Education sections to identify vacancies where a transcript is required. Even if you hold a similar position or are a current FDA employee, you are not exempt from transcript requirements.

FOREIGN EDUCATION: If you are using education completed in foreign colleges or universities to meet the qualification requirements, you must show that the education credentials have been evaluated by a private organization that specializes in interpretation of foreign education programs and such education has been deemed equivalent to that gained in an accredited U.S. education program; or full credit has been given for the courses at a U.S. accredited college or university. For more information about this requirement, please visit the [U.S. Department of Education website for Foreign Education Evaluation](#).

## Security Clearance Requirements

Background Investigation/Security Clearance Requirements: Non-Sensitive/High Risk

The incumbent has access to documents and facilities. If not previously completed, a background security investigation will be required for all appointees. Appointment will be subject to the applicant's successful completion of a background security investigation and favorable adjudication. Failure to successfully meet these requirements may be grounds for appropriate personnel action. In addition, if hired, a background security investigation or supplemental investigation may be required later. Applicants are also advised that all information concerning qualification is subject to investigation. False representation may be grounds for non-selection and/or appropriate disciplinary action.

## Vaccination Requirements

To ensure compliance with an applicable preliminary nationwide injunction, which may be supplemented, modified, or vacated, depending on the course of ongoing litigation, the Federal Government will take no action to implement or enforce the COVID-19 vaccination requirement pursuant to Executive Order 14043 on Requiring Coronavirus Disease 2019 Vaccination for Federal Employees. Therefore, to the extent a Federal job announcement includes the requirement that applicants must be fully vaccinated against COVID-19 pursuant to Executive Order 14043, that requirement does not currently apply. Federal agencies may request information regarding the vaccination status of selected applicants for the purposes of implementing other workplace safety protocols, such as protocols related to masking, physical distancing, testing, travel, and quarantine.

## Ethics Clearance Requirements

This position may require financial disclosure reporting and will be subject to FDA's prohibited financial interest regulation. If you are hired, you may be required to divest of certain financial interests. You are advised to seek additional information on this requirement from the hiring official before accepting any job offers. For more information, please visit the FDA Ethics web page: <https://www.fda.gov/about-fda/jobs-and-training-fda/ethics>.

## Equal Employment Opportunity

### 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

### 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](#).

## E-Verify

The Food and Drug Administration participates in the USCIS Electronic Employment Eligibility Verification Program (E-Verify). E-Verify helps employers determine employment eligibility of new hires and the validity of their Social Security numbers.

## How to Apply

Applicants should submit a letter of interest (cover letter) and current resume or curriculum vitae by **February 15, 2023** to: [CDEROTSHires@fda.hhs.gov](mailto:CDEROTSHires@fda.hhs.gov).

**Please adhere to the following submission protocol:**

- **Cover letter and resume should be one combined PDF document with the following naming convention: Last Name, First Name**
- **Reference 'OB DAI Deputy Division Director' in the subject line of the email.**

Candidate resumes may be shared with hiring officials within the Center for Drug Evaluation and Research with a similar job vacancy. Candidates can opt out of this process by annotating resume or email with “do not share”.

## Announcement Contact

For questions regarding this Cures position, please contact the Office of Translational Sciences recruitment and outreach liaison at [CDEROTSHires@fda.hhs.gov](mailto:CDEROTSHires@fda.hhs.gov).

The U.S. Department of Health and Human Services is an equal opportunity employer with a smoke free environment.

*FDA is an equal opportunity employer.*

