

**REIMBURSABLE DETAIL
Center for Tobacco Products
Office of Science**

The Center for Tobacco Products (CTP), Office of Science (OS), Division of Research and Knowledge Integration (DRKI) is offering a Detail opportunity to Unclassified Duties (Public Health Analyst), GS-0685-12/13. Applicants at the GS-12 or GS-13 level are encouraged to apply. The Detail is available immediately for a period of 120 days. Commissioned Corps Officers at the rank of O-4 or O-5 are encouraged to apply. A temporary promotion will not be considered.

Bargaining Unit Status: **Bargaining Unit Position**

Office Location: FDA
Anywhere in the U.S.
(REMOTE JOB)

Opening Date: **February 23, 2023**

Closing Date: **March 8, 2023**

Area of Consideration: **FDA**

The Center for Tobacco Products (CTP), Office of Science (OS), Division of Research and Knowledge Integration (DRKI) offers a fast-paced, dynamic environment to shape a new organization 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 developing the organization and would enjoy the challenge of handling a variety of assignments.

Duties:

The selected candidate will serve as a Public Health Analyst providing program management and oversight to support division activities associated with research, knowledge management, and evaluation projects led by the Division. Duties may include:

- Coordinates public health analytics, including leading the formulation and implementation of policies, plans, systems and procedures to manage and continuously improve public health research, knowledge management, and evaluation within CTP.
- Develops and maintains processes for developing, testing, implementing, changing and controlling the configuration of public health research, knowledge management, and evaluation processes.
- Serves as liaison with other CTP/FDA/Department of Health and Human Services (DHHS) business units, other government agencies and vendors
- Initiates, formulates, plans and executes science- and policy-based analytic research projects.
- Researches the quality of methodologies and measures pertinent to the assessment and summarization of the health impacts of tobacco products.
- Serves as advisor and analyst on tobacco-related science, research, knowledge management, and evaluation matters related to public health/population health that impact CTP policy, direction, and long-range program goals.

- Coordinates and collaborates across CTP to assure science- and policy-based research activities, policies, programs and resources support the mission of OS and CTP.
- Serves on OS and other CTP workgroups examining systems and scientific questions related to the research, knowledge management, and evaluation of tobacco product regulation.
- Responsible for bringing public health research, knowledge management, and evaluation perspective to CTP and OS workgroups.
- Disseminates results of analytic projects in a wide range of venues including publication, summaries, and special reports
- Performing other duties as assigned.

Desired Knowledge and Skills:

- Experience supporting and collaborating with scientists planning and implementing tobacco regulatory science research across a range of disciplines, e.g., social science, pharmacology, epidemiology, evaluation, toxicology, chemistry
- Skill in identifying problems, gathering information, drawing conclusions and recommending solutions
- Excellent organizational skills
- Excellent time management skills
- Skill in working collaboratively in a team environment
- Excellent oral and written communication skills.

Application Procedure:

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

The Detail opportunity is open to all candidates at the GS- 12 or GS-13 grade level or Commissioned Corps Officers (0-4, 0-5-).

Interested applicants should submit a copy of their resume, most recent copy of SF-50 or PHS-1662, and statement of interest via email to: CTP-Recruitment@fda.hhs.gov

Please enter **Detail: CTP, OS/DRKI Unclassified Duties (Public Health Analyst) GS-0685-13 (February)** in the subject line of e-mail.

For further inquiries, please contact Molly Quesenberry: Molly.Quesenberry@fda.hhs.gov

Detail is reimbursable.

Travel Expenses will not be paid.

Candidates must express interest **by March 8, 2023**

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