



Title 21 Vacancy Announcement
Branch Chief
Department of Health and Human Services (HHS)
Food and Drug Administration (FDA)
Center for Biologics Evaluation and Research (CBER)
Office of Regulatory Operations (ORO)
Division of Information Technology (DIT)
Technology Integration and Delivery Branch (TIDB)

Summary:

The Food and Drug Administration is the regulatory, scientific, public health, and consumer protection agency responsible for ensuring that all human and animal drugs, and medical devices are safe and effective; that cosmetics, foods, food additives, drugs and medicated feeds for food producing animals, and radiation emitting devices are safe; and that all such products marketed in the U.S. are adequately, truthfully and informatively labeled and safely and properly stored, transported, manufactured packaged and regulated.

The mission of the Center for Biologics Evaluation and Research (CBER) is to protect and enhance the public health through the regulation of biological and related products including blood, vaccines, allergenics, tissues, and cellular and gene therapies.

Overview:

Area of Consideration: Government-Wide
Open & Close Dates: 12/13/2024 – 12/19/2024
Salary: Salary Range: \$139,395 - \$219,045
Band: D
Occupational Series: 2210
Duty Location: Silver Spring, MD.
Remote Job: No
Telework Eligible: Yes
Travel Required: 25% or less
Appointment Type: Permanent
Work Schedule: Full Time
Competitive Service: Yes
Promotion Potential: Band D
Supervisory Status: Yes
Security Clearance: Yes - Background Investigation
Drug Test: No
Bargaining Unit: 8888

You must be a U.S. Citizen or U.S. National. Foreign nationals or legal permanent residents are not eligible for consideration. This is a 21st Century Cures Act authority announcement. Traditional federal rules regarding rating, ranking, and veterans' preference do not apply.

Note: Incentives may be authorized; however, this is contingent upon funds availability. If authorized, certain incentives will require you to sign a service agreement to remain in the Federal government for a period of up to 3 years. Note: This statement does not imply nor guarantee an incentive will be offered and paid. Incentives include the following: moving expenses, recruitment, or relocation incentive; student loan repayment, superior

qualifications appointment, creditable service for annual leave for prior non-federal work experience or prior uniformed military service, etc.

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](#)

Duties:

The incumbent serves as the Branch Chief for the Technology Integration and Delivery Branch (TIDB) within the Division of Information Technology (DIT) under the Office of Regulatory Operations (ORO). This position reports to the Director of DIT. As the Branch Chief, the incumbent oversees the activities and functions related to the Technology Integration and Delivery Branch (TIDB). The Branch Chief leads information technology development and implementation for CBER modernization in review, science and administrative areas.

Specifically, the Branch Chief will:

- Manage delivery of modernization and operational commitments, assuring reliability, availability, security, and performance of critical IT systems.
- Participate in leadership committees to develop a CBER Modernization Strategy and roadmap which supports and aligns with the Center and Agency's strategic plans and objectives for business, technology, and data.
- Oversee modernization of IT systems, focusing on scalable and efficient on-premises and cloud solutions,
- Manage operations and maintenance of deployed IT capabilities including software updates, security, mandated functional changes and daily IT operations for CBER.
- Foster a culture of learning and innovation utilizing current technology to encourage process and technology improvements.
- Lead activities in successful execution of a Development, Security and Operations (DevSecOps) environment, culture, and platform.
- Direct and coordinate contract support activities in the development, operation, maintenance, and enhancement of Center information technology programs in coordination with the Contracting Officers Representative (COR)
- Participate in IT program management, contract management and oversight, task order development and management and procurement evaluations.
- Oversees project management plans, risk and issue management plans, communications plans, scope management plans, and work breakdown structure.

Supervisory Responsibilities:

Organizational Management: Manages a Branch.

Program Management: Runs multiple projects. Identifies best uses of available resources to achieve tasks. Identifies projects needed to achieve activities.

Resource Management: Determines best use of resources to achieve tasks. Identifies resource needs for multiple projects.

Personnel Performance Management: Counsels and rates immediate subordinates.

Human Capital Management: Conducts or arranges actions to meet employee competency goals; identifies personnel in need of competencies.

Requirements:

Conditions of Employment

- U.S. Citizenship requirement or proof of being a U.S. National must be met by closing date.
- The candidate selected for this position will serve under a career or career-conditional appointment within the competitive service.

- 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.
- All applicants born male, on (or after) 12/31/1959, must be registered with the Selective Service System OR have an approved exemption. Visit www.SSS.gov for more info.
- One-year probationary period may be required.
- One-year supervisory period may be required.
- Financial Disclosure may be required.
- Ethics Clearance may be required.
- Background Investigation Requirement: 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.
- Certification of Accuracy: All information concerning eligibility and qualification is subject to investigation and verification. False representation may be grounds for non-consideration, non-selection, or appropriate legal action.
- **If you are serving or have served in the last 5 years as an Executive Branch political, Schedule C, or Non-career SES appointee, HHS/FDA may be required to obtain approval by the Office of Personnel Management (OPM) prior to beginning employment.** You can find out if you have held one of these appointment types by looking at your Standard Form 50s in your Electronic Official Personnel Folder (eOPF), in Section 5 where the legal authorities are listed. If you have served or are currently serving, you must provide a copy of your SF-50, Notification of Personnel Action, documenting this appointment. In addition, you will be required to respond to the question in the assessment and certify your responses to the questionnaire. See [Political Appointee FAQ - OPM](#) for more.

Qualifications:

Basic Qualification Requirements:

*In order to qualify for this Title 21 (Cures) position, the candidate(s) must meet the following **requirements:***

Education: A bachelor's degree or higher in a computer science, cybersecurity, information science, information systems management, technology, engineering field. The degree must be from an accredited program or institution.

OR

Experience: Experience requirements include at least one of the following:

- Experience that demonstrates knowledge of the software design, development, and testing lifecycle.
- Experience that demonstrates knowledge of enterprise architecture, business architecture, systems architecture, service-oriented architecture, or data architecture; or frameworks of the same.
- Experience that demonstrates knowledge of IT management, IT helpdesk support, system integration, IT project management, IT Finance or IT Acquisitions.
- Experience that demonstrates knowledge of managing IT transformation programs, managing IT innovation programs, or implementing disruptive technologies.
- Experience that demonstrates basic knowledge of technology and data processing functions, data extraction, transformation, loading, automation, and other aspects of data management.

- Demonstrated ability to meet the standards of a skills assessment test to be administered by the agency during the candidate process (i.e., pre-employment).
- Experience that demonstrates knowledge of the user experience design, development, and testing lifecycle.

Experience may have been gained in work such as CIO/CTO/other IT executive, IT manager, IT services manager, enterprise transition manager/planner, enterprise architect, business analyst, systems integrator, systems administrator, programmer, program analyst, or other positions that required the management of, use, or adaptation of computer programs and systems.

Desired Professional Experience/Qualifications:

The experiences and qualifications listed below are considered preferable/desired. Candidates who do not meet the “desired” criteria will not be excluded from consideration for this position.

- Extensive knowledge of current state-of-the-art information technology, including application of modern and cloud-based technologies.
- Experience assessing current information technology needs and developing or identifying information technology products and services that are tailored to meet customer needs.
- Superior project management skills and ability to manage multiple, complex projects.
- Excellent organizational, planning, and time management skills with the ability to manage multiple and often changing priorities and issues of varying complexity, while meeting time-sensitive deadlines and deliverables.
- Experience leading and integrating Agile teams to design, develop, test, implement and support technical solutions across development tools and technologies.
- Demonstrated experience using hybrid-agile methodologies and techniques such as automated testing, user stories, test driven development, and continuous integration/continuous delivery.
- Experience in modernizing aging information technology systems while managing a heterogeneous legacy systems inventory.
- Experience defining and mitigating risks across a multi-system portfolio.
- High level verbal and written communications skills along with experience presenting to groups effectively.
- Develop project management plans, risk and issue management plans, communications plans, scope management plans, work breakdown structure, budgets, and procurement strategies.

If you are using education completed in foreign colleges or universities, see the Foreign Education section below for additional 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 further information, visit the [U.S. Department of Education website for Foreign Education Evaluation.](#)***

How you will be evaluated: You will be evaluated for this job based on how well you meet the qualifications above.

This is a Title 21 announcement: Traditional rating and ranking of applications, and veterans' preference does not apply to this vacancy. You will be evaluated against the basic qualifications and if found qualified, you will be referred to the Hiring Manager for consideration.

Equal Employment Opportunity:

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:

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](#).

How to Apply:

Please submit **electronic resume or curriculum vitae** (for each position held, please be sure to clearly define the number of years by month and year, all completed trainings, and clearly describe duties and accomplishments). Please also submit **SF50 (if applicable), latest PMAP (if applicable), unofficial transcripts, Foreign Credit Evaluation (if applicable), and letter of interest (Word or PDF)** with **“Title 21 CBER/ORO/DIT/TIDB Branch Chief”** in the subject line to: CBERHumanCapital@fda.hhs.gov. **Applications will be accepted through 12/19/2024.**

Announcement Contact:

For questions regarding this Title 21 (Cures) position, please contact CBERHumanCapital@fda.hhs.gov.

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

FDA is an equal opportunity employer.

