REIMBURSABLE DETAIL/TEMPORARY PROMOTION OPPORTUNITY

CENTER FOR TOBACCO PRODUCTS

The Center for Tobacco Products is offering a Detail opportunity for a position as a Supervisory Regulatory Counsel, GS-301-14. PHS Commissioned Corps officers are encouraged to apply. The Detail is available immediately for a period of up to 120 days.

Bargaining Unit Status: Non-Bargaining Unit Position

Office/Duty Location: Center for Tobacco Products
Office of Compliance and Enforcement
Division of Business Operations
Regulatory Integrity Branch A
10903 New Hampshire Ave, Bldg. 75
Silver Spring, MD 20993
Anywhere in the U.S. (REMOTE JOB)

Opening Date: 01/17/2025
Closing Date: 01/24/2025

Area of Consideration: Open to all career or career-conditional CTP employees

On June 22, 2009, the President signed into law the Family Smoking Prevention and Tobacco Control Act (the Tobacco Control Act) (Public Law 111-31). 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).

Major Duties:

This position will serve as a Supervisory Regulatory Counsel in the Regulatory Integrity Branch A within the Division of Business Operations (DBO), Office of Compliance and Enforcement (OCE). The duties for this detail include:

- Supervise a team involved in compliance and regulatory matters in support of CTP's mission-critical special initiatives and/or recurring tasks.
- Assign and review work on a regular and recurring basis and assure that requirements for production and accuracy are met. Responsible for ensuring consistent application of policies and procedures across the team for assigned processes/areas of expertise.
- Participate in the decision-making process, discussions and decisions concerning Office and Center plans and compliance programs and activities. Advise senior level management on the status of program activities, including problems encountered and proposed solutions to program challenges.
- Provide advice, counsel, and instruction on work matters.

- Play a lead role in the preparation of analyses of the impact of proposed changes to FDA laws and regulations, which affect the compliance functions, program segment(s), and activities of CTP.

Qualifying specialized experience includes:

- Ability to advise others in the application of Agency rules, regulations, and procedures.
- Excellent skill in identifying problems, gathering information, drawing conclusions, recommending solutions, preparing reports, negotiating acceptance, and implementing recommendations.
- Solid experience in regulatory review work.
- Excellent oral and written communication skills.

Applicants with one year of specialized experience at the GS-13 level who meet the basic qualifications of the position may be eligible for temporary promotion.

Application Procedure:

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

The detail opportunity is open to:

- Qualified candidates at the GS-13 grade level that have not previously held a temporary promotion position within the last 12 months.
- Qualified candidates at the GS-14 grade level.
- Public Health Service Commissioned Corps Officers.

Multiple selections may be made to fill position on a rotational basis.

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

Please enter **Detail: CTP, OCE/DBO- Supervisory Regulatory Counsel GS-301-14** in the subject line of email

CTP-Recruitment@fda.hhs.gov
Center for Tobacco Products, FDA

Travel Expenses will not be paid.
Applications/resumes must be submitted by 01/24/2025.
This is not an official vacancy announcement under the Merit Promotion System.