



DENVER
THE MILE HIGH CITY

Career Service Authority
Denver's Human Resource Agency

201 W. Colfax, Department 412
Denver, CO 80202
p: 720.913.5751
f: 720.913.5720
www.denvergov.org/csa

JOB SPECIFICATION MEMORANDUM

TO: All agencies citywide
Holders of Job Specification Books

FROM: Alena Martinez

DATE: September 2, 2008

SUBJECT: New and/or revised Job Specifications

Attached are revised and/or new job specifications. These should be placed in your job specification book.

Old job specifications listed in the column "Job Specifications to be Removed" should be removed from your book and destroyed.

Agencies that hold only selected job specifications may discard those that are not classes within their agency.

New and Revised Job Specifications

Job Specifications to be Removed

Budget and Revenue Administrator

Economic Development Administrator

Financial and Policy Analysis Administrator

Financial Operations Administrator

Historic Parks and Museum Administrator

Operations Administrator

Parking Program Administrator

Prevailing Wage Enforcement Administrator

Public Art Administrator

Public Works Purchasing Administrator

Risk and Safety Administrator

Support Services Administrator

Utilities Administrator

Environmental Specialist