

POSTING IS REQUIRED

Classification Notice No. 1322

To: Agency Heads and Employees
From: Jeff Dolan, Career Service Executive Personnel Director
Date: March 2, 2010
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by deleting Electronic Equipment Installer (614-T)

In March of 2006 a study of the Police – Electronic Engineering Bureau Communications Division was conducted; the result of which all employees classified as Electronic Equipment Installers were reallocated into the IT Communication Technician classification. The Electronic Equipment Installer classification has been vacant since then; therefore, it is recommended that this class be abolished.

ABOLISHMENT

<u>Job Code</u>	<u>Classification Title</u>	<u>Pay Grade</u>
CT0174	Electronic Equipment Installer	614-T

Per Career Service Rule 7-37 A – “If it is determined, as a result of an audit or maintenance study, that changes to the classification and pay plan are necessary, the effective date of any resulting re-allocations shall be the beginning of the first work week following approval by the Board.”

The Career Service Executive Personnel Director shall provide those appointing authorities who are affected with a draft of proposed changes in the plan, and notice shall be posted on appropriate bulletin boards at least thirteen calendar days from the date of this notice.

Public Notice of Changes:

The scheduled time for the public hearing is **Thursday, March 18, 2010 at 9:15 a.m.** in the CSA Board Room, Room 4.F.6, Webb Municipal Building, 201 West Colfax Avenue.

Note: Please submit any questions or comments on this proposal in writing to Bruce Backer bruce.backer@denvergov.org, Career Service Authority, in care of Alena Martinez alena.martinez@denvergov.org by 8:00 a.m. on **Monday March 15, 2010**. Please include a contact name and phone number so that we may respond directly.

If anyone wishes to be heard by the Board on this item, please call Leon Duran leon.duran@denvergov.org at (720) 913-5168 no later than noon on **Tuesday March 16, 2010**.