

POSTING IS REQUIRED

Classification Notice No. 1519

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of Human Resources
Date: April 21, 2016
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by adding Aviation Program Manager at pay grade 819-E.

The Department of Aviation requested a study of program and project management. It is recommended to create a new classification to capture the complex program management function for the role responsible to oversee multiple large-scale, multi-disciplinary programs with airport and City-wide impact. The requested classification is Aviation Program Manager (819-E).

NEW CLASS

<u>Job Code</u>	<u>Classification Title</u>	<u>Pay Grade</u>
CE2950	Aviation Program Manager	819-E (\$100,363 - \$160,581)

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 changes to the classification and pay plan shall be the beginning of the first work week following approval by the Mayor or by the City Council over the Mayor’s veto.”

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 May 5, 2016 at 5:00 p.m.** in the OHR Board Room, Room 4.G.2, Webb Municipal Building, 201 West Colfax Avenue.

Note: Please submit any questions or comments on this proposal in writing to Nicole de Gio-Keane Nicole.deGioia-Keane@denvergov.org Office of Human Resources, in care of Alena Duran alena.duran@denvergov.org by 8:00 a.m. on **Thursday, May 5, 2016**. 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 Alisha Gronniger alisha.gronniger@denvergov.org at (720) 913-5650 no later than noon on **Tuesday May 3 2016**.