



POSTING IS REQUIRED

Classification Notice No. 1622

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of the Office of Human Resources
Date: September 20, 2019
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by creating the new job classification of Aviation Customer Service Agent Lead.

It is proposed to create a new classification, Airport Customer Service Agent Lead. This is the result of a request by Denver International Airport to expand the customer service operations in support of airport strategic priorities while providing additional career growth opportunities for employees.

NEW CLASSIFICATION(S)

<u>Job Code</u>	<u>Proposed Class Title</u>	<u>Proposed Pay Grade & Range</u>
CC3226	Aviation Customer Service Agent Lead	C-614 (\$19.85 - \$24.42 - \$28.98)

Per Career Service Rule 7-37 A – “If it is determined that changes to the Classification & Pay Plan are necessary, the effective date of any resulting changes to the Classification & 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. Provisional classifications resulting from changes to the Classification & Pay Plan may be used upon approval by the OHR Executive Director or Board but use for longer than six months is contingent upon City Council approval.”

Public Hearing: Yes No in accordance with Career Service Rule 7-21

Please submit any questions or comments on this proposal in writing to compensation@denvergov.org by 8:00 AM on **Thursday, October 3, 2019**. Please include a contact name and phone number so that we may respond directly.

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