



POSTING IS REQUIRED

Classification Notice No. 1628

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of the Office of Human Resources
Date: October 18, 2019
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by creating new job classifications of Deputy Court Executive and Court Executive for the Denver County Court Agency.

The Denver County Court has requested these proposed new job classifications. Currently, the essential job duties of the Court Executive and Deputy Court Executive are not reflected in their current classifications of Executive and Director job specifications, respectively.

NEW CLASSIFICATION(S)

<u>Job Code</u>	<u>Proposed Class Title</u>	<u>Proposed Pay Grade & Range</u>
CL3215	Deputy Court Executive	A-818 (\$106,525 - \$138,483 - \$170,440)
CL3214	Court Executive	A-820 (\$121,732 - \$158,252 - \$194,771)

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 31, 2019**. Please include a contact name and phone number so that we may respond directly.

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