



POSTING IS REQUIRED

Classification Notice No. 1642

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of the Office of Human Resources
Date: February 28, 2020
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by creating the new classification of Infrastructure Program Manager.

The Department of Transportation & Infrastructure requested a new classification to capture the complex program management function for the role responsible for the oversight of large-scale, multidisciplinary projects that have Citywide impact. This position performs professional level program management work on large, complex, multi-disciplinary transportation and multi-modal capital infrastructure programs from inception to completion, including: Development and implementation of program management models and delivery strategies; leadership of program initiation teams; development and implementation of program governance structures and stakeholder management plans; development and implementation of project delivery strategies using traditional and alternative delivery models; administration of change, risk, content and communications management policies and procedures; organizing, administering, and monitoring one or more projects simultaneously that have city-wide impact and requires a global, strategic understanding of federal and city agency policies, standards, and systems. DEN has a classification called Aviation Program Manager, but it is specific to the airport, but the duties are similar.

NEW CLASSIFICATION

<u>Job Code</u>	<u>Proposed Class Title</u>	<u>Proposed Pay Grade & Range</u>
CE3256	Infrastructure Program Manager	E-820 (\$109,1974 - \$141,926 - \$174,678)

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, March 12, 2020**. Please include a contact name and phone number so that we may respond directly.

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