



POSTING IS REQUIRED

Classification Notice No. 1650

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of the Office of Human Resources
Date: May 15, 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 Emergency Service Worker (CJ3272).

As a result of the Coronavirus Disease (COVID-19), the City and County of Denver realized the need to be able to hire additional staff to perform a variety of jobs during an emergency. Assignments will be based on the needs of City and County departments/agencies during the declared emergency. During a time of emergency, non-essential city employees may be reassigned to perform these duties on an as-needed basis.

New Job Classification

<u>Classification Title</u>	<u>Job Code</u>	<u>Proposed New Pay Grade/Range</u>
Emergency Service Worker	CJ3272	J-613 (\$17.72 – \$21.80 – \$25.87)

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, May 28, 2020**. Please include a contact name and phone number so that we may respond directly.

Office of Human Resources
201 W. Colfax Ave. Dept. 412 | Denver, CO 80202
p: 720.913.5751 | f: 720.913.5720
www.denvergov.org/humanresources