



POSTING IS REQUIRED

Classification Notice No. 1651

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of the Office of Human Resources
Date: June 05, 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 Applications Support Administrator Specialist (CA3262).

DOTI has requested the following proposed new job classification, Applications Support Administrator Specialist. Currently, DOTI has an Applications Support Administrator Senior who is performing higher level job duties beyond those described in their current job specification. This new classification will expand the current career path for this job series.

NEW CLASSIFICATION(S)

<u>Job Code</u>	<u>Proposed Class Title</u>	<u>Proposed Pay Grade & Range</u>
CA3262	Applications Support Administrator Specialist	A-813 (\$76,307 - \$99,199 - \$122,091)

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, June 18, 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