



**POSTING IS REQUIRED**

**Classification Notice No. 1652**

**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 Right of Way Inspector classification series.**

This new classification series is the result of a citywide inspector study. Employees completed Job Analysis Questionnaires and OHR conducted field work as well. As a result, OHR determined that the scope of work of those in Right of Way Services/DOTI was different than the inspectors across the other departments throughout the city. These employees are responsible for the inspection on civil and structural engineering projects related to the public right of way such as sidewalks, curbs, gutters, streets and alleyways. Creating a new classification series will improve recruitment because the minimum qualifications will now require inspection experience on construction projects which is more specific to the role.

**NEW CLASSIFICATIONS**

<b><u>Job Code</u></b>	<b><u>Proposed Class Title</u></b>	<b><u>Proposed Pay Grade &amp; Range</u></b>
CN3273	Right of Way Inspector I	N-616 (\$20.20 - \$24.85 - \$29.49)
CN3274	Right of Way Inspector II	N-618 (\$22.08 - \$27.16 - \$32.24)
CN3275	Right of Way Inspector III	N-620 (\$24.13 - \$29.68 - \$35.23)
CN2376	Right of Way Inspector Supervisor	N-810 (\$57,399-\$74,619 - \$91,838)

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](mailto: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.

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