



POSTING IS REQUIRED

Classification Notice No. 1653

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of the Office of Human Resources
Date: June 05, 2020
Subject: Proposed Changes to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by changing the title and pay grade of the City Inspector classification series.

OHR conducted a citywide study on the City Inspector classification series which is used across various departments throughout the city. Job Analysis Questionnaires were completed by employees and OHR also conducted field work. Employees in these positions perform inspection work on various projects while ensuring compliance with City standards and ordinances and investigate citizen complaints regarding violations. It is recommended to change the titles of the City Inspector, Associate City Inspector and Senior City Inspector to City Inspector I, II and III to follow the city’s standard naming convention. OHR is also recommending changing the title of the Chief Inspector to City Inspector Supervisor to better define that the classification is a supervisory position. Lastly, it is recommended to increase the series by one pay grade.

TITLE & PAY GRADE CHANGES

<u>Job Code</u>	<u>Current Classification Title</u>	<u>Current Pay Grade & Range</u>
CN1856	City Inspector	N-615 (\$19.32 - \$23.77 - \$28.21)
CN1825	Associate City Inspector	N-617 (\$21.12 - \$25.98 - \$30.84)
CN2026	Senior City Inspector	N-619 (\$23.08 - \$28.39 - \$33.70)
CN1855	Chief Inspector	N-809 (\$53,694 - \$69,802 - \$85,910)

<u>Proposed Class Title</u>	<u>Proposed Pay Grade & Range</u>
City Inspector I	N-616 (\$20.20 - \$24.85 - \$29.49)
City Inspector II	N-618 (\$22.08 - \$27.16 - \$32.24)
City Inspector III	N-620 (\$24.13 - \$29.68 - \$35.23)
City 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

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



Public Notice of Changes

The scheduled time for the public hearing is **Thursday, June 18, 2020 at 9:00 AM**. The public hearing starts at 9:00 AM and will be conducted through a provided conference call number and available digital link through public notice of the agenda, released no later than two days prior to the scheduled meeting.

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.

If anyone wishes to be heard by the Board on this item, please call George Branchaud george.branchaud@denvergov.org at (720) 913-5650 no later than noon on **Tuesday, June 16, 2020**.