



POSTING IS REQUIRED

Classification Notice No. 1656

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of the Office of Human Resources
Date: July 17, 2020
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by changing the title and pay grade of HR ADA Coordinator (A-809) to HR ADA Administrator (A-811).

It is proposed to change the title of the HR ADA Coordinator to better describe the work performed in the classification to HR ADA Administrator. It is also recommended to increase the pay grade of this classification from pay grade A-809 to A-811. These changes are the result of ongoing classification maintenance by the Office of Human Resources.

CLASSIFICATION TITLE & PAY GRADE CHANGE

<u>Job Code</u>	<u>Current Class Title</u>	<u>Proposed Class Title</u>
CA3010	HR ADA Coordinator	HR ADA Administrator
	<u>Current Pay Grade & Range</u>	<u>Proposed Pay Grade & Range</u>
A-809	(\$58,433-75,963-93,493)	A-811 (\$66,775-86,808-106,840)

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, July 30, 2020**. Please include a contact name and phone number so that we may respond directly.

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