



**POSTING IS REQUIRED**

**Classification Notice No. 1688**

**To:** Agency Heads and Employees  
**From:** Karen Niparko, Executive Director of the Office of Human Resources  
**Date:** September 24, 2021  
**Subject:** Proposed Change to the Classification and Pay Plan

**The proposed change amends the Classification and Pay Plan by creating the new classification of Criminal Investigations Technician (CL3330).**

The Office of Human Resources Classification and Compensation Division has been working with the District Attorney's Office to create a new classification. The current Investigations Technician job specification is also used by the Civil Service Commission (CVC), Excise and Licenses (EXL), and the Department of Safety (DOS) and this current job specification meets these agency's needs. The DA Investigations Technician essential job duties and experience requirement are significantly different from the current Investigations Technician job specification and no longer meets the DA's Office needs.

**NEW CLASSIFICATION AND PROPOSED PAY GRADE/RANGE**

<b><u>Job Code</u></b>	<b><u>Classification Title</u></b>	<b><u>Proposed Pay Grade/Range</u></b>
CL3330	Criminal Investigations Technician	NE-15 (\$26.34 - \$33.58 - \$40.82)

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, October 07, 2021**. Please include a contact name and phone number so that we may respond directly.

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