



POSTING IS REQUIRED

Classification Notice No. 1689

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 Tax Auditor Associate (CV3337).

A new classification, Tax Auditor Associate, is proposed to ensure the Tax Auditor class series is consistent with other professional finance and accounting classes used citywide. The citywide classification model progresses from Staff (entry-level) to Associate (intermediate level) to Senior (full performance), however this series does not have an Associate level. This new classification will provide additional career progression opportunities to employees and allow management flexibility to assign work as employees gain more on the job experience.

NEW CLASSIFICATION

<u>Job Code</u>	<u>Proposed Classification Title</u>	<u>Proposed Pay Grade & Range</u>
CV3337	Tax Auditor Associate	EX-08 (\$56,725-\$75,161-\$93,597)

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

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