



**POSTING IS REQUIRED**

**Classification Notice No. 1695**

**To:** Agency Heads and Employees  
**From:** Rory McLuster & Cindy Bishop, Co-Interim OHR Executive Directors  
**Date:** October 08, 2021  
**Subject:** Proposed Change to the Classification and Pay Plan

**The proposed change amends the Classification and Pay Plan by creating the new classifications of Shelter Veterinarian Chief (CO3349) and Veterinary Technician Non-Certified (CO3348), along with other various related changes.**

Denver Animal Shelter is reviewing the current classifications for employees providing medical care to animals in care of the shelter and to address increasing demand for these services in the community. The proposed changes are to create new levels that address current operational gaps while providing additional career path opportunities and changes to ensure pay grades are aligned to current market rates.

**NEW CLASSIFICATION**

<u>Job Code</u>	<u>Proposed Classification Title</u>	<u>Proposed Pay Grade &amp; Range</u>
CO3349	Shelter Veterinarian Chief	EX-15 (\$97,217-128,813-160,408)
CO3348	Veterinary Technician Non-Certified	NE-08 (\$17.87-22.33-26.80)

**JOB TITLE CHANGE**

<u>Job Code</u>	<u>Current Classification Job Title</u>	<u>Proposed Classification Title</u>
CO2649	Veterinary Technician	Veterinary Technician Certified

**PAY GRADE AND RANGE CHANGES**

<u>Job Code</u>	<u>Current Classification Title</u>	<u>Current Pay Grade &amp; Range</u>	<u>Proposed Pay Grade &amp; Range</u>
CO2649	Veterinary Technician Certified	NE-08 (\$17.87-22.33-26.80)	NE-10 (\$20.07-25.09-30.11)
CO3183	Veterinary Fellow	NE-08 (\$17.87-22.33-26.80)	NE-11 (\$21.28-26.60-31.92)
CO2672	Zoo Veterinary Technician	NE-10 (\$20.07-25.09-30.11)	NE-12 (\$22.55-28.19-33.83)

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 21, 2021**. Please include a contact name and phone number so that we may respond directly.

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](http://www.denvergov.org/humanresources)