



**POSTING IS REQUIRED**

**Classification Notice No. 1700**

**To:** Agency Heads and Employees  
**From:** Rory McLuster & Cindy Bishop, Co-Interim OHR Executive Directors  
**Date:** November 05, 2021  
**Subject:** Proposed Change to the Classification and Pay Plan

**The proposed change amends the Classification and Pay Plan by abolishing various classifications from the city's classification structure.**

OHR Classification and Compensation reviews and identifies unused classifications for abolishment from the city's classification structure on an annual basis which aren't part of any discrete classification study. Identified unused classifications are vetted with appropriate stakeholders at affected agencies to confirm that these classifications aren't intended to be utilized in the future. As a result of this year's review, 11 classifications are proposed for abolishment.

**CLASSIFICATION ABOLISHMENT(S)**

Job Code	Pay Grade	Classification Title
FA2138	EX-06	Community Relations Ombudsman, OIM
CA2813	EX-17	Public Works Director Senior
CJ2677	NE-17	Trades Inspector
CN1923	NE-09	Fingerprint Technician
CN2737	NE-10	Fingerprint Technician Lead
FA2137	EX-10	Management Analyst OIM
CO0565	EX-07	Clinical Social Worker Team Leader
CO2642	NE-05	Dental Assistant
CO2717	EX-16	Dentist
CO2643	NE-05	Health Care Technician
CO2647	NE-06	Medical Office Assistant

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, November 18, 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)