



**POSTING IS REQUIRED**

**Classification Notice No. 1755**

**To:** Agency Heads and Employees  
**From:** Kathy Nesbitt, Executive Director of the Office of Human Resources  
**Date:** February 3, 2023  
**Subject:** Proposed Change to the Classification and Pay Plan

**The proposed change amends the Classification and Pay Plan by creating one classification called Veterinary Services Supervisor.**

Denver Animal Protection (DAP), within the Department of Public Health and Environment, has requested a new classification, Veterinary Services Supervisor. This new classification will supervise the veterinary clinical services in animal shelter operations. The proposed classification’s pay grade is based on internal equity to other existing classifications used within the department.

**NEW CLASSIFICATION**

<b><u>Job Code</u></b>	<b><u>Proposed Classification Title</u></b>	<b><u>Proposed Pay Grade &amp; Range</u></b>
CO3421	Veterinary Services Supervisor	EX-09 (\$68,905-91,299-113,693)

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, February 16, 2023**. Please include a contact name and phone number so that we may respond directly.

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