



POSTING IS REQUIRED

Classification Notice No. 1767

To: Agency Heads and Employees
From: Kathy Nesbitt, Executive Director of the Office of Human Resources
Date: March 24, 2023
Subject: Proposed Changes to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by revising the pay grade of the Underground Utility Investigator and Underground Utility Investigator Supervisor.

The Wastewater Division of Department of Transportation and Infrastructure has been challenged in attracting Underground Utility Investigators. These positions search and identify the location of underground utilities through compiling information from public and private utility organizations to generate preliminary drawings to assist project engineers or private citizens in locating underground utilities. The Office of Human Resources reviewed the classification duties and confirmed that while they accurately describe the work, the specification needed revisions. Additionally, market data was reviewed, and as a result, it is proposed to amend the pay grades of this classification series to Underground Utility Investigator at NE-11 and Underground Utility Investigator at NE-14.

PAY GRADE CHANGE

<u>Classification Title</u>	<u>Current Pay Grade & Range</u>	<u>Proposed Pay Grade & Range</u>
Underground Utility Investigator	NE-08 (\$18.61 - \$23.26 - \$27.92)	NE-11 (\$22.16 - \$27.70 - \$33.24)
Underground Utility Investigator Supervisor	NE-11 (\$22.16 - \$27.70 - \$33.24)	NE-14 (\$25.87 - \$32.99 - \$40.10)

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, April 6, 2023**. Please include a contact name and phone number so that we may respond directly.

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