



POSTING IS REQUIRED

Classification Notice No. 1781

To: Agency Heads and Employees
From: Kathy Nesbitt, Executive Director of the Office of Human Resources
Date: June 30, 2023
Subject: Proposed Changes to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by creating three new classifications, Project Scheduling Analyst Associate, Project Scheduling Analyst Senior, and Project Scheduling Analyst Specialist.

Denver International Airport (DEN) and Department of Transportation and Infrastructure (DOTI) have requested a new classification series for Project Scheduling Analysts. Employees in these classifications develop and maintain scheduling information for projects. Currently, employees performing this work have been classified as Cost Estimators or Project Managers. However, the marketplace distinguishes this type of work; therefore, the creation of these new classifications will ensure employees are able to be more appropriately classified.

NEW CLASSIFICATIONS

<u>Job Code</u>	<u>Proposed Class Title</u>	<u>Proposed Pay Grade & Range</u>
CA3444	Project Scheduling Analyst Associate	EX-10 (\$68,905 - \$91,299 - \$113,693)
CA3445	Project Scheduling Analyst Senior	EX-12 (\$80,371 - \$106,491.50 - \$132,612)
CA3446	Project Scheduling Analyst Specialist	EX-14 (\$93,744 - \$124,211 - \$154,678)

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, July 13, 2023**. Please include a contact name and phone number so that we may respond directly.