



POSTING IS REQUIRED

Classification Notice No. 1783

To: Agency Heads and Employees
From: Kathy Nesbitt, Executive Director of the Office of Human Resources
Date: July 7, 2023
Subject: Proposed Changes to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by creating one new classification of Aviation Security Supervisor.

The Office of Human Resources Classification and Compensation Division has been requested by Denver International Airport to add an additional classification to complete a career ladder for the Aviation Security classification series. The current classification series includes Aviation Security Agent II (NE-10), Aviation Security Agent III (NE-11) but there is no supervisory classification. Employees performing these duties have been assigned to the Administrator I classification, so the creation of this classification will ensure these employees are properly classified for their duties and responsibilities of their position. It is recommended that the Aviation Security Supervisor be assigned the same pay grade as the EX-11 Airport Operations Supervisor and EX-11 Terminal Operations Supervisor, as both classifications have similar duties as well as minimum qualification requirements.

New Classification

<u>Job Code</u>	<u>Proposed Class Title</u>	<u>Proposed Pay Grade & Range</u>
CA3448	Aviation Security Supervisor	EX-11 (\$74,417 - \$98,602.50 - \$122,788)

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 20, 2023**. Please include a contact name and phone number so that we may respond directly.