



POSTING IS REQUIRED

Classification Notice No. 1816

To: Agency Heads and Employees
From: Kathy Nesbitt, Executive Director of the Office of Human Resources
Date: May 31, 2024
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by changing the classification title and pay grade of Aviation Security Agent II (NE-10) to Aviation Security Badging Agent (NE-11) and Aviation Security Agent III (NE-11) to Aviation Security Badging Agent Lead (NE-12) and changing the pay grade of Aviation Security Technician from NE-11 to NE-13.

Denver International Airport (DEN) Security leadership have requested that the Office of Human Resources apply changes to the Aviation Security classifications because DEN has been struggling to recruit talent to fill these critical roles. First, it is proposed to make job title revisions to reflect the work performed. Second, because of differences in work complexity relative to other classifications at DEN, it is proposed to raise the pay grade of the Aviation Security Agents by one pay grade, and the Aviation Security Technician by two pay grades given the additional complex duties performed, based on a comparison to the Aviation Customer Service Agent classification series.

TITLE & PAY GRADE CHANGE

<u>Current Classification Title</u>	<u>Proposed Classification Title</u>	<u>Current Pay Grade & Range</u>	<u>Proposed Pay Grade & Range</u>
Aviation Security Agent II	Aviation Security Badging Agent	NE-10 (\$21.47-\$26.84-\$32.21)	NE-11 (\$22.76-\$28.45-\$34.14)
Aviation Security Agent III	Aviation Security Badging Agent Lead	NE-11 (\$22.76-\$28.45-\$34.14)	NE-12 (\$24.11-\$30.14-\$36.17)

PAY GRADE CHANGE ONLY

<u>Current Classification Title</u>	<u>Current Pay Grade & Range</u>	<u>Proposed Pay Grade & Range</u>
Aviation Security Technician	NE-11 (\$22.76-\$28.45-\$34.14)	NE-13 (\$25.57-\$31.96-\$38.36)

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, June 13, 2024**. Please include a contact name and phone number so that we may respond directly.

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