



POSTING IS REQUIRED

Classification Notice No. 1821

To: Agency Heads and Employees
From: Kathy Nesbitt, Executive Director of the Office of Human Resources
Date: June 28, 2024
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by creating a new classification of Airport Operations Manager, changing the classification title and pay grade of Aviation Operations Manager Senior (EX-15) to Airport Operations Manager Senior (EX-16), and abolishing Airside Operations Manager and Aviation Security Manager.

Denver International Airport (DEN) leadership recently created an (CA3477) Airport Operations Director (EX-17) classification to lead various divisional airport operations. DEN leadership is now requesting the establishment of a new Airport Operations Manager classification to enhance the airport's aviation-specific classification framework to reflect the unique demands at the airport and complete this job series for professional growth. The following classifications are in the Airport Operations series (Representative, Supervisor, Senior Manager, and Director); the series is missing the Manager level. This new classification of Airport Operations Manager will combine and expand the duties and replace two existing classifications, Airside Operations Manager and Aviation Security Manager, which are proposed for abolishment. The proposed pay grade of EX-15 aligns with market data. Additionally, it is proposed to retitle the Aviation Operations Manager Senior to an Airport Operations Manager Senior and increase one pay grade, from EX-15 to EX-16, to ensure distinction in the pay grades between the levels in this series.

NEW CLASSIFICATION

<u>Job Code</u>	<u>Classification Title</u>	<u>Proposed Pay Grade & Range</u>
CA3492	Airport Operations Manager	EX-15 (\$103,977-\$137,770-\$171,562)

TITLE & PAY GRADE CHANGE

<u>Current Classification Title</u>	<u>Proposed Classification Title</u>	<u>Current Pay Grade & Range</u>
Aviation Operations Manager Senior	Airport Operations Manager Senior	EX-15 (\$103,977-\$137,770-\$171,562)
<u>Proposed Pay Grade & Range</u>		
EX-16 (\$110,216-\$148,792-\$187,367)		

ABOLISHMENT

<u>Job Code</u>	<u>Classification Title</u>	<u>Pay Grade & Range</u>
CA2820	Airside Operations Manager	EX-15 (\$103,977-\$137,770-\$171,562)
CA2819	Aviation Security Manager	EX-15 (\$103,977-\$137,770-\$171,562)

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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 11, 2024**. Please include a contact name and phone number so that we may respond directly.