



POSTING IS REQUIRED

Classification Notice No. 1840

To: Agency Heads and Employees
From: Kathy Nesbitt, Executive Director of the Office of Human Resources
Date: October 11, 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 Conveyance Systems Director.

Denver International Airport (DEN) has requested a new Airport Conveyance Systems Director classification. This role will direct a major section within DEN’s Technical Operations division. Responsibilities will include directing a team and leading the development of annual and multi-year work plans and strategies, ensuring resources are available to achieve work plans, and establishing management practices and processes that ensure accomplishment of key performance standards. Specifically, this role will be responsible for directing, developing key performance indicators and implementing innovative technologies and systems to improve DEN’s automated baggage handling systems and automated guideway transit systems. Based on market data, pay grade EX-18 is recommended.

NEW CLASSIFICATION

<u>Job Code</u>	<u>Classification Title</u>	<u>Proposed Pay Grade & Range</u>
CX3525	Airport Conveyance Systems Director	EX-18 (\$128,556-\$173,551-\$218,545)

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, October 24, 2024**. Please include a contact name and phone number so that we may respond directly.