



POSTING IS REQUIRED

Classification Notice No. 1854

To: Agency Heads and Employees
From: Kathy Nesbitt, Executive Director of the Office of Human Resources
Date: February 14, 2025
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by creating a new classification of Project Manager Engineering Staff.

The Office of Human Resources along with the Department of Transportation and Infrastructure has determined that there is a need for an entry level project manager. This classification will perform entry level professional project management work on projects from inception to completion by managing smaller scale projects or supporting senior project managers with specific portions of large, complex projects. It is proposed to create a Project Manager Engineering Staff at pay grade EX-09 based on a consideration of internal structure.

NEW CLASSIFICATION

<u>Job Code</u>	<u>Classification Title</u>	<u>Proposed Pay Grade & Range</u>
CE3534	Project Manager Engineering Staff	EX-09 (\$67,161-\$88,988-\$110,816)

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, February 27, 2025**. Please include a contact name and phone number so that we may respond directly.