



POSTING IS REQUIRED

Classification Notice No. 1870

To: Agency Heads and Employees
From: Kathy Nesbitt, Executive Director of the Office of Human Resources
Date: August 8, 2025
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by changing the pay grades of Internal Auditor Lead, Internal Auditor Senior, and Internal Auditor Associate.

The Denver Auditor’s Office Audit Services Division has requested that the Office of Human Resources review the pay grades for the Internal Audit classification series to ensure market competitiveness. These classifications are used primarily within the Auditor’s Office. Based upon market data, the classifications in this series are proposed to each increase by one pay grade.

PAY GRADE CHANGES

<u>Classification Job Title</u>	<u>Current Pay Grade & Range</u>	<u>Proposed Pay Grade & Range</u>
Internal Auditor Lead	EX-11 (\$78,337-\$103,797-\$129,256)	EX-12 (\$84,604-\$112,100-\$139,597)
Internal Auditor Senior	EX-10 (\$72,534-\$96,108-\$119,681)	EX-11 (\$78,337-\$103,797-\$129,256)
Internal Auditor Associate	EX-08 (\$62,186-\$82,397-\$102,607)	EX-09 (\$67,161-\$88,988-\$110,816)

Public Notice of Changes

The scheduled time for the public hearing is **Thursday, August 21, 2025, at 9:00 AM** in the Webb Municipal Building, Career Service Hearings Office on the 1st floor, located at 201 West Colfax Avenue, Denver, CO 80202.

If anyone wishes to submit written comments to the Board on this proposal, please submit them by no later than **noon (12:00 p.m.) on Monday, August 18, 2025:**

Lori Smith, Executive Office Administrator
Office of Human Resources
(720) 337-6185
lori.smith@denvergov.org

If anyone wishes to be heard by the Board on this proposal, please submit your name and phone number by no later than **noon (12:00 p.m.) on Monday, August 18, 2025** to lori.smith@denvergov.org



If you have any questions about this proposal, please submit them in writing to lori.smith@denvergov.org by **noon (12 p.m.) on Wednesday, August 20, 2025**. Please include a contact name and phone number so that we may respond to your question directly.

Career Service Rule 7-37 Effective Dates, Section A: If it is determined that changes to the classification and pay plan are necessary, the effective date of any resulting changes to the classification and 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 and 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.