



POSTING IS REQUIRED

Classification Notice No. 1898

To: Agency Heads and Employees
From: Kathy Nesbitt, Executive Director of the Office of Human Resources
Date: May 15, 2026
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by creating a new classification of Maintenance Coordinator.

The leadership at Denver International Airport has requested OHR create a new classification of Maintenance Coordinator. This creates a level between the Maintenance Liaison and the Maintenance Planner. The proposed changes will clarify duties and responsibilities while creating career development and growth opportunities for employees. The recommended pay grade is based on a pay relationship with the other classifications in the series.

NEW CLASSIFICATION

<u>Job Code</u>	<u>Classification Title</u>	<u>Proposed Pay Grade & Range</u>
CJ3601	Maintenance Coordinator	NE-14 (\$27.89-\$35.56-\$43.23)

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, May 28, 2026. Please include a contact name and phone number so that we may respond directly.