



POSTING IS REQUIRED

Classification Notice No. 1780 (Amended)

To: Agency Heads and Employees
From: Kathy Nesbitt, Executive Director of the Office of Human Resources
Date: July 21, 2023
Subject: Proposed Changes to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by creating four new classifications, Data Protection Analyst Staff, Data Protection Analyst Associate, Data Protection Analyst Senior, and Data Protection Analyst Specialist.

Technology Services requested OHR Classification and Compensation to create a new classification series based on similar positions within the marketplace, which will also enable Technology Services to consolidate these responsibilities within their organization. These four new classifications will serve to ensure protection of city data and information, which involves analyzing vendors’ systems for compliance with city requirements, assessing risk and security vulnerabilities, ensuring end-user applications comply with city policies and procedures, and reviewing business records and data for retention guidelines. It is recommended to establish a pay grade relationship to the IT Security Analyst series based upon a general linkage between duties and based upon a review of other existing IT classification series’ pay grades to ensure appropriate pay grade assignment.

NEW CLASSIFICATIONS

<u>Job Code</u>	<u>Class Title</u>	<u>Proposed Pay Grade & Range</u>
CI3431	Data Protection Analyst Staff	EX-08 (\$59,075-\$78,274-\$97,474)
CI3432	Data Protection Analyst Associate	EX-10 (\$68,905-\$91,299-\$113,693)
CI3433	Data Protection Analyst Senior	EX-12 (\$80,371-\$106,491-\$132,612)
CI3434	Data Protection Analyst Specialist	EX-14 (\$93,744-\$124,211-\$154,678)

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, August 3, 2023**. Please include a contact name and phone number so that we may respond directly.

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