



# New Mexico State Personnel Board State Personnel Office

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## MEMORANDUM

**TO:** Cabinet Secretaries, Agency Heads, Agency Chief Information Officers, IT Leads and Human Resources Managers

**FROM:** Justin Najaka, Director, State Personnel Office   
Darryl Ackley, Cabinet Secretary, Department of Information Technology 

**DATE:** June 29, 2016

**SUBJECT:** IT Classification Study

We are pleased to announce on June 23, 2016, at the State Personnel Board (Board) special meeting, the Board approved the adoption of a new IT-specific salary structure and 55 new job classifications. The planned implementation date for the salary structure and classifications is July 30, 2016. The new salary structure will provide market-competitive salaries and greater opportunities for recruiting and retaining IT talent. Additionally, the adoption of many new job families and classifications will result in significantly more career growth opportunity for state employees. This is an exciting development for the State, and the implementation of this statewide IT classification and compensation study will be supported by additional announcements and resources for managers and employees. Please stay tuned.

In preparing our systems and business processes for migrating to a new salary structure and job classifications, the State Personnel Office (SPO) and Department of Information Technology (DoIT) are instituting a temporary hold on IT position reclassifications, creations and reorganizations effective June 30, 2016. This will allow the IT crosswalk to be implemented with current data; will allow the salaries of affected employees to be identified and addressed; and will allow the upload of new classification and salary information into the SHARE and NEOGOV systems.

The temporary hold will be lifted after go-live once DoIT and SPO have successfully moved all affected positions into the new structure and have established procedures for post-implementation review and governance. Any planned position actions for IT classifications will be reviewed post-implementation.

You may also anticipate an upcoming announcement on a brief, temporary recruitment hold to close out old IT job classifications and put into effect the new IT job classifications. Information will be distributed to agencies as soon as it is available. Thank you.

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