



Republic of the Philippines
Department of Education
 Region III
SCHOOLS DIVISION OF BULACAN

July 15, 2022

DIVISION MEMORANDUM
 No. 241 s. 2022

To: Assistant Schools Division Superintendents
 SGOD and CID Chiefs
 HRMPSB
 Education Program Supervisors
 Public Schools District Supervisors
 Public Elementary and Secondary School Heads/OICs
 All Others Concerned

DIVISION OPEN RANKING FOR SCHOOL PRINCIPAL AND HEAD TEACHERS POSITIONS IN THE ELEMENTARY LEVEL

1. This is to announce that a Division Open Ranking for the following vacant positions shall be held on the schedule hereto attached:
 - School Principal IV
 - School Principal III
 - Head Teacher III
 - Head Teacher I
2. The said division open ranking aims to provide a pool of qualified applicants needed in filling up vacancies for the above mentioned positions.
3. The DepEd preferred Qualification Standards (QS) for the positions are as follows:

Position Title/Salary Grade	Education Requirements	Experience Requirements	Training Requirements	Eligibility Requirements
School Principal IV/SG-22	Bachelor's degree in Elementary Education or Bachelor's Degree with 18 professional education units plus 6 units of Management	Three years as Principal III	40 hours of relevant training	RA 1080 (Teacher)
School Principal III/SG-21	Bachelor's degree in Elementary Education or Bachelor's Degree with 18 professional education units plus 6 units of Management	Two years as Principal II	40 hours of relevant training	RA 1080 (Teacher)

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Head Teacher III/SG-16	Bachelor's degree in Elementary Education or Bachelor's Degree with 18 professional education units	HT for 2 yrs	24 hours of relevant training	RA (Teacher) 1080
Head Teacher I/SG-14	Bachelor's degree in Elementary Education or Bachelor's Degree with 18 professional education units	OIC or TIC for 1 year	24 hours of relevant training	RA (Teacher) 1080

4. SDO Bulacan provides equal employment opportunity to all qualified applicants for the position who meet the Qualification Standards (QS) regardless of their gender, age, civil status, disability religion, ethnicity or political affiliations.
5. Interested applicants are enjoined to submit the following certified true copies for the initial evaluation on or before July 29, 2022.
 - a. Letter of Intent
 - b. Fully accomplished Personal Data Sheet
 - c. Transcript of Records (Bachelor's Degree and Master's degree)
 - d. Updated Service Record and latest appointment
 - e. Certificates of participation to relevant trainings
 - f. Certificate of eligibility/rating/license
 - g. Performance rating for the last three rating periods (must be at least VS)
 - h. Certificates, MOVs and other documents
6. In case of tie when there is only limited available item vacancies, the HRMPSB may conduct further evaluation and validation through Background Investigation and consider other relevant factors as may be appropriate.
7. Immediate and widest dissemination of this memorandum is desired.


ZENIA G. MOSTOLES, EdD., CESO V
Schools Division Superintendent





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Enclosure No. 1 to Division Memorandum No. 249s., 2022

Date	Activity	Person/s Responsible
Until July 29, 2022	Submission of documents for initial evaluation	Records Unit
August 01, 2022	Initial Evaluation	HRMPSB Secretariat
August 02, 2022	Emailing of applicants	HRMPSB Secretariat
August 08, 2022	Examination and Interview	HRMPSB
	Evaluation of original documents based on DepEd Orders No. 39 & 42, s. 2007	

HRMPSB Committee

Chairperson CECILIA E. VALDERAMA, PhD
Assistant Schools Division Superintendent

Members GREGORIO C. QUINTO, JR. EdD
CID Chief

JOSEFINA S. PEDROCHE
Administrative Officer V

VICTORIA O. MADRIGAL
Administrative Officer IV

GUILLERMO FLORES, EdD
Public Schools District Supervisor

Secretariat KAREN MINETH DANGANAN
HANA HERNANDEZ

