



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

DIVISION MEMORANDUM  
No. 234 s. 2023

**SCHOOL RANKING FOR VACANT TEACHER II POSITION IN THE SENIOR  
HIGH SCHOOL (STEM III-B) OF SAN ROQUE NATIONAL HIGH SCHOOL**

To: Public Schools District Supervisor  
HRMPSB Members  
School Principals/OICs  
Teaching Personnel of San Roque NHS  
All Others Concerned

1. This is to announce that School Open Ranking for vacant Teacher II position (SHS-STEM III-B) in San Roque National High School shall be held on June 21, 2023, 9:00am at San Roque NHS.
2. The said school open ranking aims to provide a pool of qualified applicants needed in filling up vacancies for Teacher II position.
3. 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.
4. The Qualification Standards (QS) for the positions are as follows:

Position Title/Salary Grade	Education Requirements	Experience Requirements	Training Requirements	Eligibility Requirements
Teacher II/SG-12 (STEM III-B)	Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards Master's degree in relevant strand/subject	None required	None required	RA 1080 (Teacher)

5. School HRMPSB shall be composed of the following:

Chairperson : Division Education Program Supervisor  
Members : School Principal  
One (1) Master Teacher  
One (1) Head Teacher





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Secretariat : Administrative Officer II or Administrative Assistant

6. The evaluation of original documents shall be based on DepEd Order 3, s. 2016 and DepEd Order No. 66, s. 2007. No additional documents will be accepted after the ranking procedure.
  - Letter of Intent (indicate the position/s you intend to apply)
  - Official Transcript of Records
  - Updated Service Records
  - Latest CSC Attested Appointment (or SDS signed appointment in lieu of attested appointment if still not released by CSC)
  - Performance Rating for three (3) consecutive rating periods
  - Certificates, MOVs and other documents determinants
7. The Schools Division Superintendent must be furnished with the following:
  - a. Comparative Assessment Result (School HRMPSB)
  - b. Comparative Assessment Result (to be signed by the Division HRMPSB and approved by the Schools Division Superintendent)
  - c. Complete documents of the applicants used in the evaluation
  - d. Minutes of the ranking
8. The Comparative Assessment Result for Teacher II should be posted in three (3) conspicuous places and shall be valid for School Year 2022-2023 only.
9. Wide dissemination of this Memorandum is desired.

  
**NORMA P. ESTEBAN EdD, CESO V**  
Schools Division Superintendent 

June 7, 2023  
HR/hrmo

