



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

DIVISION MEMORANDUM

No. 347 s. 2023

**SCHOOL RANKING FOR VACANT TEACHER III AND TEACHER II POSITIONS  
 IN THE JUNIOR HIGH SCHOOL OF CATMON HIGH SCHOOL**

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

1. This is to announce that School Open Ranking for vacant Teacher III and Teacher II positions in Catmon High School shall be held on August 16, 2023, 9:00am at Catmon NHS.
2. The said school open ranking aims to provide a pool of qualified applicants needed in filling up vacancies for Teacher III and Teacher II positions.
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 III/SG-13	Bachelor in Secondary Education or Bachelor's degree with 18 professional units in Education with appropriate major	2 years of relevant experience	None required	RA 1080 (Teacher)
Teacher II/SG-12	Bachelor in Secondary Education or Bachelor's degree with 18 professional units in Education with appropriate major	1 year of relevant experience	None required	RA 1080 (Teacher)





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5. School HRMPSB shall be composed of the following:

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

Secretariat : Administrative Officer II or Administrative Assistant

10. The evaluation of original documents shall be based on 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

11. The Schools Division Superintendent must be furnished with the following:

- e. Comparative Assessment Result (School HRMPSB)
- f. Comparative Assessment Result (to be signed by the Division HRMPSB and approved by the Schools Division Superintendent)
- g. Complete documents of the applicants used in the evaluation
- h. Minutes of the ranking

12. The Comparative Assessment Result for Teacher III and Teacher II should be posted in three (3) conspicuous places and shall be valid for one (1) School Year only.

13. Wide dissemination of this Memorandum is desired.

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

August 07, 2023  
HR/hrmo

