



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

DIVISION MEMORANDUM

No. 359 s. 2023

SCHOOL RANKING FOR VACANT TEACHER II POSITION IN THE JUNIOR HIGH SCHOOL OF ALEXIS G. SANTOS NATIONAL HIGH SCHOOL

To: Public Schools District Supervisor
 HRMPSB Members
 School Principals/OICs
 Teaching Personnel of Alexis G. Santos NHS
 All Others Concerned

1. This is to announce that School Open Ranking for vacant Teacher II position in Alexis G. Santos National High School shall be held on August 25, 2023, 9:00am at Alexis G. Santos 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 position are as follows:

Position Title/Salary Grade	Education Requirements	Experience Requirements	Training Requirements	Eligibility Requirements
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)

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





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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 School Year 2023-2024 only.

13. Wide dissemination of this Memorandum is desired.


NORMA P. ESTEBAN EdD, CESO V
Schools Division Superintendent

August 14, 2023
HR/hrmo

