



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

DIVISION MEMORANDUM

No. Me1 s. 2023

**SCHOOL RANKING FOR VACANT TEACHER III AND TEACHER II POSITIONS  
IN THE JUNIOR HIGH SCHOOL  
OF DR. FELIPE DE JESUS NATIONAL HIGH SCHOOL**

To: Public Schools District Supervisor  
HRMP SB Members  
School Principals/OICs  
Teaching Personnel of Dr. Felipe de Jesus NHS  
All Others Concerned

1. This is to announce that School Open Ranking for vacant Teacher III and Teacher II positions in Dr. Felipe de Jesus National High School shall be held on August 25, 2023, 9:00am at Dr. Felipe de Jesus 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 School Year 2023-2024 only.

13. Wide dissemination of this Memorandum is desired.

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

August 14, 2023  
HR/hrmo

