



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

DIVISION MEMORANDUM

No. 010 s. 2024

**SCHOOL RANKING FOR VACANT TEACHER II IN THE SENIOR HIGH SCHOOL  
OF SAN MIGUEL MEYSULAO HIGH SCHOOL**

To: Education Program Supervisor In-charge  
HRMPSB Members  
School Principals/OICs  
Teaching Personnel of San Miguel Meysulao HS  
All Others Concerned

1. This is to announce the School Open Ranking for the vacant Teacher II (STEM IIIA) in the SHS position in San Miguel Meysulao HS which shall be held on February 21, 2024, 9:00 am at San Miguel Meysulao HS, Calumpit.
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 (STEM IIIA)	Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree relevant strand/subject	None required	None required	RA 1080 (Teacher)

5. The school HRMPSB shall be composed of the following:

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



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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 for Teacher II. The deadline of submission of applicants shall be on or before February 19, 2024.
  - 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 should be posted in three (3) conspicuous places and shall be valid for School Year 2023-2024 only.
9. Wide dissemination of this Memorandum is desired.

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

February 07, 2024  
HR/hrmo