



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

DIVISION MEMORANDUM

No. 047 s. 2025

**SCHOOL RANKING FOR THE VACANT TEACHER III AND TEACHER II
POSITIONS OF SAN MIGUEL NATIONAL HIGH SCHOOL**

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

1. This is to announce that School Open Ranking for the vacant five (5) Teacher III and five (5) Teacher II positions in San Miguel NHS shall be held on February 04, 2025, 9:00am at San Miguel NHS.
2. The said school open ranking aims to provide a pool of qualified applicants needed in filling up the said vacancies.
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 is as follows:

Position Title/Salary Grade	Education Requirements	Experience	Training	Eligibility
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)

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 documents shall be based on DepEd Order No. 20, s. 2024. Interested and qualified applications shall submit the following documentary requirements on or before January 31, 2025:


- Letter of Intent
- 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 last rating period
- Notarized Checklist of requirements

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

- Notarized Checklist of requirements
- Initial Evaluation Result (IER)
- Comparative Assessment Result (School HRMPSB)
- Comparative Assessment Result (to be signed by the Division HRMPSB and approved by the Schools Division Superintendent)
- Complete documents of the applicants used in the evaluation
- Minutes of the ranking
- Final Deliberation Form

8. The Comparative Assessment Result ✓ should be posted in three (3) conspicuous places.

9. Wide dissemination of this Memorandum is desired.


NORMA P. ESTEBAN EdD, CESO V
Schools Division Superintendent

January 20, 2025
HRMPSB/hr