



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

DIVISION MEMORANDUM

No. 267 s. 2025

**RANKING FOR VACANT TEACHER II POSITION  
IN THE DISTRICT OF NORZAGARAY WEST**

To: Asst. Schools Division Superintendent  
Education Program Supervisors  
HRMPSB Members  
Elementary and Secondary Principals/OICs  
All Others Concerned

1. This is to announce that Open Ranking for the vacant following vacant position in Norzagaray West District, this Schools Division, shall be held on June 17, 2025, 9:00 am at Norzagaray Elementary School:

Position	Item Number
Teacher II	OSEC-DECSB-TCH2-151724-1998

2. The said district open ranking aims to provide a pool of qualified applicants needed in filling up vacancy in the said district.

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 II/SG-12	Bachelor of Elementary Education or Bachelor's Degree plus 18 units in professional units in Education	One year teaching experience	None required	RA 1080 (Teacher)
<b>Performance Requirements:</b> <b>At least 6 Proficient COIs at Very Satisfactory and At least 4 Proficient NCOIs at Very Satisfactory</b>				



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5. The HRMPSB Sub-Committee shall be composed of the following:

Chairperson : Public Schools District Supervisor  
Members : Mr. Francisco B. Macale  
School Principal where the vacancy exists  
One (1) Master Teacher  
Faculty President

Assessors : Assessors from Plaridel District

Secretariat : Administrative Officer II or Administrative Assistant

6. The evaluation of documents shall be based on DepEd 20, s. 2024. Interested and qualified applicants shall submit the notarized Checklist of Requirements on or before June 11, 2025.

7. The Schools Division HRMPSB must be furnished with the following:  
a. Comparative Assessment Result signed by the HRMPSB Sub-Committee  
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 HRMPSB must furnish the SDS with the copy of the result and should post in three (3) conspicuous places.

9. Wide dissemination of this Memorandum is desired.

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

May 28, 2025  
HRMPSB



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Enclosure to Division Memorandum No. ~~767~~<sup>768</sup>. 2025

Schedule of Activities

Date	Activity	Personnel In-Charge
June 11, 2025	Deadline of Submission of applications	School Secretariat
June 13, 2025	Initial evaluation based on the Qualification Standards	HRMPSB Sub-Committee
June 13, 2025	Posting of qualified applicants in three (3) conspicuous places	Secretariat
June 17, 2025	Evaluation and documents  Demonstrations	HRMPSB Sub-Committee
June 18, 2025	Submission the CAR Result to the SDS	Secretariat