



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

DIVISION MEMORANDUM

No. **324** s. 2025

**RANKING FOR VACANT TEACHER II POSITION IN THE JUNIOR HIGH SCHOOL OF JOSE J. MARIANO MEMORIAL HIGH SCHOOL**

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

1. This is to announce that School Open Ranking for vacant Teacher II position in the Junior High School in Jose J. Mariano MHS shall be held on July 15, 2025, 9:00 am at Jose J. Mariano MHS.

Position	Item Number
Teacher II	OSEC-DECSB-TCH2-155964-1998

2. The said school open ranking aims to provide a pool of qualified applicants needed in filling up vacancy in the said school.
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/SG	Education Requirements	Experience	Training	Eligibility
Teacher II/SG-12 (JHS)	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)
Performance Requirements: At least <b>6</b> Proficient COIs at VS and At least <b>4</b> Proficient NCOIs at VS				



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

Chairperson : Francisco B. Macale  
EPS, Division Representative

Members : School Principal where the vacancy exists  
One (1) Head Teacher/Master Teacher  
Representative of accredited employees'  
union/association belonging to the teaching group  
Faculty President

Assessors : Assessors from Plaridel

Secretariat : Administrative Officer II or Administrative Assistant

6. The evaluation of original documents shall be based on DepEd Order No. 20, s. 2024. Interested and qualified applicants shall submit the Notarized Checklist of requirements on or before July 11, 2025.

7. List of qualified applicants shall be posted in three conspicuous places.

8. 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

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

10. Wide dissemination of this Memorandum is desired.

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

July 01, 2025  
HRMPSB



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Enclosure to Division Memorandum No. <sup>324</sup> s. 2025

Schedule of Activities

Date	Activity	Personnel In-Charge
July 11, 2025	Deadline of Submission of applications	School Secretariat
July 14, 2025	Initial evaluation based on the Qualification Standards	HRMPSB Sub-Committee
July 14, 2025	Posting of qualified applicants in three (3) conspicuous places	Secretariat
July 15, 2025	Evaluation and documents  Demonstrations	HRMPSB Sub-Committee
July 17, 2025	Submission the CAR Result to the SDS	Secretariat