



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

**DIVISION MEMORANDUM**

No. 330 s. 2025

**DIVISION RANKING FOR THE RECLASSIFICATION OF MASTER TEACHER  
POSITIONS IN THE JUNIOR HIGH SCHOOL OF  
GUGUINTO NATIONAL VOCATIONAL HIGH SCHOOL**

To: Assistant Schools Division Superintendents  
SGOD and CID Chiefs  
HRMPSB Members  
Public Schools District Supervisors  
Secondary School Principals/OICs  
All Others Concerned

1. This is to announce that a Division Ranking for the reclassification of Master Teacher positions in various Junior High Schools shall be conducted on the schedule hereto attached.
2. The said ranking aims to provide a pool of qualified applicants for the reclassification of Master Teacher 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. SDO Bulacan preferred Qualification Standards (QS) for the positions are as follows:

Position Title/Salary Grade	Education	Experience	Training	Eligibility
Master Teacher I/SG-18	Master's degree in Education, or Educational Leadership, or Educational Management, or relevant subject or learning area	5 years teaching experience	24 hours of training in any of or a cumulative of the ff: Curriculum, Peadagogy, Subject Specialization and 8 hours of training in instructional Supervision acquired within the last 5 years;	RA 1080 (Teacher)



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

			Or  Completion of NEAP-requisite professional developmental program or Career Stage III (Highly Proficient Teacher)	
<b>Performance Requirements</b> <i>21 Proficient COIs at Outstanding;</i> <i>8 Proficient NCOIs at VS and 8 Proficient NCOIs at Outstanding</i>				
Master Teacher II/SG-19	Master's degree in Education, or Educational Leadership, or Educational Management, or relevant subject or learning area	5 years teaching experience and 1 year relevant experience in instructional supervision and technical assistance to teachers	24 hours of training in any of or a cumulative of the ff: Curriculum, Pedagogy, Subject Specialization and 8 hours of training in instructional Supervision acquired within the last 5 years;  Or  Completion of NEAP-requisite professional developmental program or Career Stage III (Highly Proficient Teacher)	RA 1080 (Teacher)
<b>Performance Requirements</b> <i>At least 10 Highly Proficient COIs at Outstanding;</i> <i>At least 5 Highly Proficient NCOIs at VS and 5 Highly Proficient NCOIs at Outstanding</i>				

5. The evaluation of documents shall be based on DepEd Order Nos. 20, s. 2-024 and 19, S. 2025. No additional documents will be accepted after the scheduled date of the ranking procedure.
6. The Schools Division HRMPSB must be furnished with the following:



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

---

- 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
7. The HRMPSB must furnish the SDS with the copy of the result and should post the result in three (3) conspicuous places.
8. Wide dissemination of this Memorandum is desired.

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

July 7, 2025  
HRMPSB



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

Enclosure No. 1 to the Division Memorandum No. <sup>330</sup> s. 2024

Date	Activity	Place/Person In-Charge
July 18, 2025	Submission of applications (Notarized Checklist of requirements based on DO No. 20, s. 2024)	Guiguinto NVHS School HRMPSB Secretariat
July 21, 2025	Initial evaluation based on Qualification Standards	Guiguinto NVHS HRMPSB Sub-Committee
July 22, 2025	Demonstration Skills	Guiguinto NVHS Assessors from Guiguinto NVHS
July 24, 2025	Evaluation of Documents	SDO Conference Hall Division HRMPSB
July 28, 2025	Submission of CAR to the SDS	Division HRMPSB Secretariat