



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

DIVISION MEMORANDUM

No. 356 s. 2025

**RANKING FOR VACANT TEACHER III POSITIONS IN THE  
DISTRICT OF NORZAGARAY WEST**

To: Public Schools District Supervisor  
Education Program Supervisors  
HRMPSB Members  
Elementary and Secondary School Principals/OICs  
All Others Concerned

1. This is to announce that District Open Ranking for the following vacant Teacher III positions in Norzagaray West District shall be held on July 29, 2025, 9:00 am at Norzagaray Elementary School:

Position	Item Numbers
Teacher III	TCH3-150698-2023
Teacher III	TCH3-150198-2008

2. The said district open ranking aims to provide a pool of qualified applicants needed in filling up vacancies for Teacher III position 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	Experience	Training	Eligibility
Teacher III/SG-13	Bachelor of Elementary Education or Bachelor's Degree plus 18 units in professional units in Education	Two years teaching experience	16 hours of training in any of or a cumulative of the ff: Pedagogy, Subject Specialization acquired within the last 5 years	RA 1080 (Teacher)
<b>Performance Requirements:</b> <b>At least 12 Proficient COIs at Very Satisfactory and At least 8 Proficient NCOIs at Very Satisfactory</b>				



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

Chairperson : Public Schools District Supervisor  
Members : Mr. Francisco B. Macale  
School Principal where the vacancy exists  
Representative for employees' association  
Faculty President

Assessors : Assessors of Norzagary West District

Secretariat : Administrative Officer II (Central School)

6. The evaluation of documents shall be based on DepEd Order Nos 20, s. 2024 and 19, s. 2025. Interested and qualified applicants shall submit the notarized Checklist of requirements on or before July 24, 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

July 14, 2025  
HRMPS



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Enclosure to Division Memorandum No. s. 2025

**Schedule of Activities**

Date	Activity	Personnel In-Charge
July 24, 2025	Deadline of Submission of applications	School Secretariat
July 25, 2025	Initial evaluation based on the Qualification Standards	HRMPSB Sub-Committee
July 25, 2025	Posting of qualified applicants in three (3) conspicuous places	Secretariat
July 29, 2025	Evaluation and documents  Demonstrations	HRMPSB Sub-Committee
July 31, 2025	Submission the CAR Result to the SDS	Secretariat