



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

DIVISION MEMORANDUM

No. 402 s. 2025

**RANKING FOR VACANT TEACHER III AND TEACHER II POSITIONS OF
DONA CANDELARIA MENESES DUQUE NATIONAL HIGH SCHOOL**

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

1. This is to announce that an Open Ranking for the following vacant Teacher III and Teacher II positions in Dona Candelaria Meneses Duque HS shall be held on August 26, 2025, 9:00 am at Dona Candelaria Meneses Duque HS:

Position	Item Number
Teacher III	TCH3-150936-2025
Teacher III	TCH3-151954-2018
Teacher III	TCH3-152931-2016
Teacher II (SHS-Academic Track)	TCH2-150911-2016

2. The said school open ranking aims to provide a pool of qualified applicants needed in filling up the said vacancies 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 position are as follows:

Position Title/Salary Grade	Education	Experience	Training	Eligibility
Teacher III/SG-13	Bachelor's degree in Education; or Bachelor's degree in relevant subject or learning area with at least 18 professional units in Education	2 years teaching experience	16 hours of training in any of or a cumulative of the ff: Curriculum , Pedagogy, Subject Specialization acquired within the last 5 years	RA 1080 (Teacher)



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Performance Requirements:

At least 12 Proficient COIs at Very Satisfactory and At least 8 Proficient NCOIs at Very Satisfactory

Teacher II/SG-12 (Academic Track)	Bachelor's degree with a major in the relevant strand/subject plus 18 professional units in Education; or any Bachelor's degree with at least 6 units towards Master's degree in the relevant strand/subject plus 18 units of professional units in Education Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree with at least 6 units towards Master's degree in the relevant stand/subject	1 year experience in teaching or industry work in relevant strand/subject	8 hours of training in any of a cumulative of the ff: Curriculum, Pedagogy, Subject Specialization acquired within the last 5 years	RA 1080 (Teacher)
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Performance Requirements:

At least 6 Proficient COIs at Very Satisfactory and At least 4 Proficient NCOIs at Very Satisfactory

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

Chairperson : Mr. Francisco B. Macale
Members : School Principal where the vacancy exists
One (1) Head Teacher
Faculty President
Representative from employees' association

Assessors : Designated Assessors of *Bulacan*

Secretariat : Administrative Officer II or Administrative Assistant

6. The evaluation of original 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 August 21, 2025.



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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 the result in three (3) conspicuous places.
9. Wide dissemination of this Memorandum is desired.


NORMA P. ESTEBAN EdD, CESO V
Schools Division Superintendent

August 11, 2025
HRMPSB



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Enclosure to Division Memorandum No. s. 2025

Schedule of Activities

Date	Activity	Personnel In-Charge
August 21, 2025	Deadline of Submission of applications	School Secretariat
August 22, 2025	Initial evaluation based on the Qualification Standards	HRMPSB Sub-Committee
August 22, 2025	Posting of qualified applicants in three (3) conspicuous places	Secretariat
August 26, 2025	Evaluation and documents Demonstrations	HRMPSB Sub-Committee
August 28, 2025	Submission the CAR Result to the SDS	Secretariat