



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

DIVISION MEMORANDUM  
No. 403 s. 2025

**RANKING FOR VACANT TEACHER II POSITION  
IN THE DISTRICT OF SAN RAFAEL EAST**

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 San Rafael East District, this Schools Division, shall be held on August 27, 2025, 9:00 am at San Rafael East Central School:

Position	Item Number
Teacher II	OSEC-DECSB-TCH2-150059-2004

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	Experience	Training	Eligibility
Teacher II/SG-12	Bachelor's degree in Education; Bachelor's Degree in relevant subject or learning area with at least 18 professional units in Education	One year teaching experience	8 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)
<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 San Rafael 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 August 22, 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 ✓

August 11, 2025  
HRMPSB



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Enclosure to Division Memorandum No.    s. 2025

**Schedule of Activities**

Date	Activity	Personnel In-Charge
August 22, 2025	Deadline of Submission of applications	School Secretariat
August 26, 2025	Initial evaluation based on the Qualification Standards	HRMPSB Sub-Committee
August 26, 2025	Posting of qualified applicants in three (3) conspicuous places	Secretariat
August 27, 2025	Evaluation and documents  Demonstrations	HRMPSB Sub-Committee
August 29, 2025	Submission the CAR Result to the SDS	Secretariat