



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

December 11, 2025

DIVISION MEMORANDUM  
No. 601 s. 2025

**RANKING AND PLACEMENT FOR VACANT MASTER TEACHER II AND MASTER TEACHER I POSITIONS IN THE SECONDARY AND SENIOR HIGH SCHOOL LEVEL**

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

1. This is to announce that the Open Ranking for the Master Teacher II and Master Teacher I vacant positions in the secondary and senior high school level (Enclosure 1), this Schools Division, shall be conducted following the schedule below:

Date	Activity	Personnel In-Charge
On or before December 23, 2025	Submission of notarized Omnibus Sworn Statement and copies of Performance Rating for three (3) consecutive rating periods	Records Unit
December 26, 2025	Initial evaluation of the applicants' qualification based on DepEd Order No. 20, s. 2024 - Qualification Standards Performance Requirements	HRMO Division Assesor
January 6, 2026	Posting and emailing of qualified applicants	Division HRMPSB Secretariat
January 7, 2025	Classroom Observation and Portfolio Annotations	HRMPSB Subcommittee where the vacancy exists
January 8, 2025	Evaluation of documents based on DepEd Order No. 20, 2024 (3 <sup>rd</sup> Floor Conference Hall) SDO Building	HRMPSB
January 9, 2025	Submission of CAR to the SDS	Secretariat

2. The Qualification Standards (QS) based on DepEd Order Nos. 19, s. 2025 and 24, s. 2025 are as follows:



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Position Title/Salary Grade	Education	Experience	Training	Eligibility
Master Teacher II (Secondary)	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 following: Curriculum, Pedagogy, Subject Specialization and 8 hours of training in instructional Supervision acquired within the last 5 years; or Completion of NEAP-requisite professional development program for Career Stage III (Highly Proficient Teacher)	RA 1080, as amended (Teacher- Secondary)

*Performance Requirements:*

**At least 10 Highly Proficient COIs at Outstanding and At least 5 Highly Proficient NCOIs at Very Satisfactory; and 5 Highly Proficient NCOIS at Outstanding**

Master Teacher I (Secondary)	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 following: Curriculum Pedagogy, Subject Specialization and 8 hours of training in instructional Supervision acquired within the last 5 years; or Completion of NEAP-requisite professional development program for Career Stage III	RA 1080, as amended (Teacher- Secondary)
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			(Highly Proficient Teacher)	
<p><i>Performance Requirements:</i> <b>21 Proficient COIs at Outstanding and 8 Proficient NCOIs at Very Satisfactory; and 8 Proficient NCOIS at Outstanding</b></p>				
Master Teacher II (Senior High School Master Teacher II) Academic Track and Core Subjects	Master's degree in relevant strand/ subject plus 18 professional units in Education Master's degree in relevant strand/subject	5 years teaching experience in teaching or industry work in relevant strand/ subject and 1 year experience in instructional supervision and technical assistance to teachers	24 hours of training in any of or a cumulative of the following: Curriculum, Pedagogy, Subject Specialization and 8 hours of training in instructional Supervision acquired within the last 5 years; or Completion of NEAP requisite professional development program for Career Stage III (Highly Proficient teacher)	RA 1080, as amended (Teacher-Secondary) for permanent appointments  None required for provisional and contractual appointments must pass the LET within 5 years after the date of first hiring
Master Teacher I (Senior High School Master Teacher II) Academic Track and Core Subjects	Master's degree in relevant strand/ subject plus 18 professional units in Education Master's degree in relevant strand/subject	5 years teaching experience in teaching or industry work in relevant strand/ subject	24 hours of training in any of or a cumulative of the following: Curriculum, Pedagogy, Subject Specialization and 8 hours of training in Instructional Supervision acquired within the last 5 years; or Completion of	RA 1080, as amended (Teacher-Secondary) for permanent appointments  None required for provisional and contractual appointments must pass the LET within 5 years after the date of first hiring



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			NEAP requisite professional development program for Career Stage III (Highly Proficient Teacher)	
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3. The evaluation of documents shall be based on DepEd Nos. 20, s. 2024. Interested and qualified applicants shall submit the notarized Checklist of Requirements (Omnibus) on or before December 22, 2025.
4. The said open ranking aims to provide a pool of qualified applicants needed in filling up vacancies for Master Teacher I and II positions in the said schools. No additional documents will be accepted after the scheduled date of the ranking procedure.
5. The concerned School Principal shall conduct an initial evaluation based on the qualification standards.
6. 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.
7. Wide dissemination of this Memorandum is desired.

**CECILIA E. VALDERAMA, PhD, CESO VI**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

December 11, 2025  
HRMPSB



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Enclosure to the Division Memorandum No. <sup>60</sup>s. 2025

School	Position	Item Number	Publication Date
Parada NHS	Master Teacher II (English)	MTCHR2-150389-2016	September 23, 2025
San Ildefonso NHS	Master Teacher II (Science)	MTCHR2-150371-2016	September 3, 2025
Ramona S. Trillana MHS	Master Teacher II (Math)	MTCHR2-150016-2019	September 23, 2025
Norzauganay NHS	Master Teacher II (ESPI)	MTCHR2-150011-2009	September 23, 2025
John J. Russell MHS	Master Teacher I (English)	MTCHR1-150291-2016	October 14, 2025
Frances NHS	Master Teacher I (Science)	MTCHR1-150539-2016	October 14, 2025
Pulong Buhangin NHS	Master Teacher I (English)	MTCHR1-150022-2014	December 2, 2025
Dampol 2 <sup>nd</sup> NHS	Master Teacher I (Filipino)	MTCHR1-150245-2025	October 28, 2025
Ramona S. Trillana MHS	Master Teacher I (Filipino)	MTCHR1-150049-2019	September 3, 2025
FC Lipana MHS	Master Teacher I (English)	MTCHR1-150059-2002	November 18, 2025

**SENIOR HIGH SCHOOL**

Calumpit NHS	Master Teacher II (Academic Track)	MTCHR2-150283-2016	October 28, 2025
Lololboy NHS	Master Teacher II (Academic Track) STEM III-A	MTCHR2-150263-2016	October 28, 2025
Carlunipit NHS	Master Teacher II (Academic Track) HUMSS 1a	MTCHR2-150280-2016	December 2, 2025
San Ildefonso	Master Teacher I (Academic Track)	MTCHR1-150245-2016	December 2, 2025
NHS Taliptip HS	Master Teacher I (Academic Track) STEM III-B	MTCHR1-150248-2016	October 3, 2025
FC Lipana MHS	Master Teacher I (Academic Track) English	MTCHR1-150059-2002	November 18, 2025



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Enclosure to the Division Memorandum No. <sup>Col</sup> S. 2025

CHECKLIST OF REQUIREMENTS			Annex C-1
Name of Applicant: _____	Application Code: _____		
Position Applied For: _____			
Office: _____			
Contact Number: _____			
Religion: _____			
Ethnicity: _____			
Person with Disability: Yes ( ) No ( )			
Solo Parent: Yes ( ) No ( )			
Basic Documentary Requirement	Status of Submission (To be filled out by the applicant Check if submitted)	Verification (To be filled out by the HRM/HR Officer/HR consultant)	
		Status of Submission (Check if complete)	Remarks
a. Letter of intent addressed to the SDS			
b. duly accomplished PDS with Work Experience Sheet (CS Form No. 212, Revised 2017)			
c. Photocopy of Voter's ID and/or any proof of residency			
d. Photocopy of valid and updated PRC License/ID			
e. Photocopy of Certificate of Board Rating			
f. Photocopy of scholastic/academic record (i.e., Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units/degrees, if available)			
g. Photocopy of duly signed Service Record or Certificate of Employment, whenever applicable			
h. Photocopy of latest appointment (for those applying for promotion)			
i. Photocopy of certificate/s of relevant specialized trainings or professional development programs			
j. Photocopy of valid Technical Education and Skills Development Authority (TESDA) National Certificate (NC) II, Trainers Methodology Certificate (TMC), if applicable			
k. Photocopy of the required Performance Ratings with at least Very satisfactory rating. (Note: Submit at most three (3) performance ratings depending on the performance requirements per item 25 of this Order. The latest performance rating shall cover one (1) year complete performance rating period in the current position)			
l. Checklist of Requirements, CAV, Data Privacy Consent Form			
m. Other documents as may be required by the HRM/HRD for comparative assessment (e.g. Portfolio or Means of Verification (MOVs) for the assessment of identified PPBT NCOs)			

Attested:

\_\_\_\_\_  
Human Resource Management Officer

**OMNIBUS SWEORN STATEMENT**

**CERTIFICATION OF AUTHENTICITY AND VERACITY**  
 I hereby certify that all information above are true and correct, and of my personal knowledge and belief, and the documents submitted herewith are original and/or certified true copies thereof.

**DATA PRIVACY CONSENT**  
 I hereby grant the Department of Education the right to collect and process my personal information as stated above, for purposes relevant to the recruitment, selection, and placement of personnel of the Department and for purposes of compliance with the laws, rules, and regulations being implemented by the Civil Service Commission.

\_\_\_\_\_  
Name and Signature of Applicant

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, year \_\_\_\_\_

\_\_\_\_\_  
Person Administering Oath

In compliance with Republic Act No. 8782 or the "Electronic Commerce Act of 2007", electronic documents shall have the legal effect, validity or enforceability as any other documents or legal writing and it is therefore advised to us in writing that representations in us by an electronic documents if the said electronic documents maintains its integrity and availability and can be authenticated as to be made for subsequent reference.