



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUÑOZ

February 28, 2023

DIVISION MEMORANDUM

No. 119, s. 2023

To: Division Screening Committee
All Others Concerned

OPEN RANKING FOR HEAD TEACHER III POSITION

1. With reference to DepEd Order No. 42 s. 2007 (The Revised Guidelines on Selection, Promotion and Designation of School Heads), this Office announces the open ranking for vacant positions, this Division, with the following details:

Position Title:	Head Teacher III (English)		
Salary Grade / Salary:	SG 16 – Php 476,064.00		
Qualification Standards			
Education:	Bachelor's Degree in Education, or Bachelor's Degree plus 18 professional units in Education, both with 18 units for a Master's Degree in Education or its equivalent and with appropriate field of specialization (Major in English)	March 14, 2023 9:00 AM	SDO Conference Hall
Experience:	1 year as Head Teacher II or 2 years as Head Teacher I or 5 years teaching experience		
Training:	8 hours of relevant training		
Eligibility:	PBET; Teacher		

2. The last day of submission of pertinent papers will be on March 9, 2023 at SDO Records Section.



Loyal, Excellent, Accountable and Dedicated to Service
Address: Brgy. Rizal, Science City of Muñoz, 3119
Telephone No.: (044) 806 -2192; Email Address: munozscience.city@deped.gov.ph
DSCM-QMS-QMR-QSF-008 Rev.05 (09.23.22)



Certificate No. 50500731 QM15



Republic of the Philippines
Department of Education

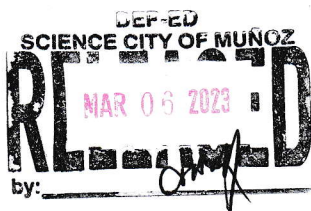
REGION III - CENTRAL LUZON
SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUÑOZ

3. Applicants who intend to apply are advised to submit the following documents:
 - a. Letter of Intent addressed to our Schools Division Superintendent **DANTE G. PARUNGAO, CESO V**, SDO Science City of Muñoz
 - b. Duly Accomplished Form 212 (Personal Data Sheet)
 - c. Transcript of Records, *Certified True Copy from the Original*
 - d. Performance Rating Sheet for the last three (3) consecutive years, *Certified True Copy from the Original*
 - e. Certificates/Proofs of Outstanding Accomplishments, *Certified True Copy from the Original*
 - f. Service Records, *Certified True Copy from the Original*
 - g. Omnibus certification of authenticity and veracity of all documents submitted, signed by the applicant
4. Applicants shall be evaluated using the criteria stated in DepEd Order No. 42 s. 2007.
5. Kindly bring original documents on the day of ranking for verification and other purposes.
6. The composition of the Personnel Selection Board will be as follows:

Chairman : ZUREX T. BACAY, PhD
Assistant Schools Division Superintendent

Members : LARRY B. ESPIRITU, PhD / Chief ES – CID
BERNARDO A. GARGABITE, EdD / Chief ES – SGOD
WINNIE W. POLI / Education Program Supervisor
FHRIESSY CRUZ S. BERMUDA, II / Administrative Officer V
STELLA MARIE C. DUMALE / Administrative Officer IV
NORMA R. FRAMO / Principal IV
MENARD Q. FAJARDO / Teacher III

Secretariat: KIMBERLY JOAN N. TADEO / Administrative Officer II
7. This Office adheres to Equal Employment Opportunity Principle for applicants who needs special attention.
8. Immediate and wide dissemination of this Memorandum is desired.



DANTE G. PARUNGAO, CESO V
Schools Division Superintendent

DDV/2023/OASDS



Loyal, Excellent, Accountable and Dedicated to Service

Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806 -2192; Email Address: munozscience.city@deped.gov.ph

DSCM-QMS-QMR-QSF-008 Rev.05 (09.23.22)



Certificate No. 50500731 QM15