



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

22 Sept 2023

DIVISION MEMORANDUM
No. 499, s. 2023

**SUBMISSION OF SCHOOL RANKING FOR TEACHER II AND TEACHER III
POSITIONS FOR SCHOOL YEAR 2023 – 2024**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. With reference to **Customized Policies and Procedures on the Recruitment, Selection and Placement and Promotion of Teaching, Teaching-Related, and Non-Teaching Personnel**, this office announces the submission of **School Ranking** for Elementary, Junior High School and Senior High School of qualified applicants for promotion to Teacher II and Teacher III positions for school year 2023 – 2024 on or before **October 27, 2023** through the Record Section of this division.
2. The **School Screening Committee** shall use **DepEd Order No. 066, s. 2007** or the *Revised Guidelines on the Appointment and Promotion of Other Teaching, Related Teaching and Non-Teaching Positions*, **DEPED-4A-RM-01A-17-434** or the *Internal Guidelines for the Implementation of DepEd Order No. 66, s. 2007*, DepEd Order No. 42, s. 2007, and DECS Order No. 57, s. 1997 and **DepEd Order No. 3, s. 2016** or the *Hiring Guidelines for Senior High School (SHS) Teaching Positions Effective School Year (SY) 2016 - 2017* in the evaluation of qualified permanent teacher applicants.
3. School heads are required to inform and encourage **ALL QUALIFIED PERMANENT TEACHERS** to apply for Teacher II and Teacher III positions and to prepare their pertinent documents.
4. The minimum qualifications needed for a candidate to be considered for the Teacher II and Teacher III positions are as follows:

CSC Prescribed Qualifications		
Elementary & Junior High School		
Position Title	Teacher II	Teacher III
Education	<i>For Elementary School:</i> Bachelor of Elementary of Education (BEEd) or Bachelor's Degree plus 18 professional units in Education, or Bachelor in Secondary Education, or its equivalent <i>For Junior High School:</i>	



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	Bachelor of Secondary Education (BSEd) or Bachelor's Degree plus 18 professional units in Education with appropriate major or Bachelor in Secondary Education, or its equivalent	
Experience	1 - year relevant experience	2 - years relevant experience
Eligibility	RA 1080 (Teacher)	RA 1080 (Teacher)
Trainings	None Required	None Required
Senior High School – Academic Track & Core Subjects		
Position Title	Teacher II	Teacher III
Education	Bachelor's Degree majoring in the relevant strand/subject; or any Bachelor's Degree plus at least <u>6</u> units towards a Master's Degree in relevant strand / subject	Bachelor's Degree majoring in the relevant strand/subject; or any Bachelor's Degree plus at least <u>12</u> units towards a Master's Degree in relevant strand / subject
Experience	None Required	1-year of relevant teaching / industry work experience
Eligibility	RA 1080 (Teacher); if not, they must pass the LET within 5 years of hiring	RA 1080 (Teacher); if not, they must pass the LET within 5 years of hiring
Trainings	None Required	4 hours of training relevant to the subject area specialization
Senior High School – Technical-Vocational Livelihood (TVL) Track		
Position Title	Teacher II	Teacher III
Education	Bachelor's Degree holder, or graduate of technical-vocational course (s) in the area of specialization	Bachelor's Degree holder, or graduate of technical-vocational course (s) in the area of specialization
Experience	None Required	1-year of relevant teaching / industry work experience
Eligibility	RA 1080 (Teacher); if not, they must pass the LET within 5 years of hiring	RA 1080 (Teacher); if not, they must pass the LET within 5 years of hiring
Trainings	At least NC II + TMC I <i>*Appropriate to the specialization</i>	At least NC III + TMC I <i>*Appropriate to the specialization</i>

5. The copy of the guidelines to be used, Checklist of Requirements, template for Comparative Assessment Results (CAR) and scoresheet of applicants can be accessed through <https://tinyurl.com/schoolrankingguidelinesandtemplates>. For any clarifications, kindly coordinate to the Personnel Administration Services Unit of this division.

6. Immediate and wide dissemination of this memorandum is desired.


CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

Encl: None



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Reference: Customized Policies and Procedures on the Recruitment, Selection and Placement and Promotion of Teaching, Teaching-Related, and Non-Teaching Personnel

To be indicated in the Perpetual Index
under the following subjects:

RSP

DIVISION MEMORANDUM

OSDS Personnel Unit – submission of school ranking for teacher ii and teacher iii position for school year 2023 - 2024
None/September 20, 2023



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