



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region III
DIVISION OF CITY SCHOOLS
City of San Jose del Monte
Bulacan



February 2, 2012


DIVISION MEMORANDUM

No. 23 s. 2012

SCHEDULE OF OPEN RANKING FOR MASTER TEACHER II FOR WEST DISTRICT

To : All District Supervisor
All Elementary School Principals/OICs
All Teaching Personnel

1. The City Schools Division will conduct an open ranking for vacant position of Master Teacher II position for West District on February 17, 2012 (Friday) at 9:00 a.m. at Division Office Conference Hall, Poblacion, City of San Jose del Monte, Bulacan.
2. Qualified candidates are those who have served at least one (1) year as Master Teacher I with demo teaching in the division and has completed the academic requirements (CAR) of Master's Degree in Education or its equivalent. (MEC Order No. 10 s. 1979)
3. Candidates must submit a photocopy of the following documents on February 15, 2012 (Wednesday) for pre-evaluation and original copy on the day of the open ranking, labeled accordingly and with table of contents:
 - a. Appointment paper as Master Teacher I
 - b. Transcript of Records (Master's Degree)
 - c. Performance Rating for the last three (3) years
 - d. Certificates and accomplishment reports as subject coordinator or grade chairman/chairman of special committee/ headed educational research/ coordinator of community project or activity or program/ managed or organized as in-service activity/ authorship/ demo-teaching/ curriculum instructional materials/ effective teaching strategy/ simplification of work/ income generating project.
4. In the event however that there will be no interested or qualified applicant for the position in the district, the said vacant item will be given to San Jose Del Monte East District.
5. Immediate and wide dissemination of this memorandum to all concerned is desired.


DR. AMANCIO S. VILLAMEJOR JR., CESO IV
Schools Division Superintendent

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