



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



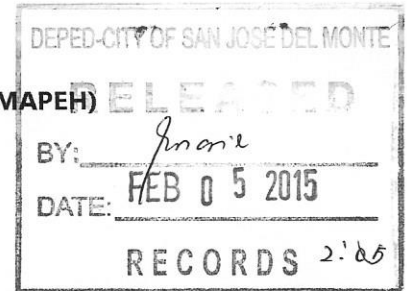
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February 2, 2015

**DIVISION MEMORANDUM**

No. 22 s. 2015

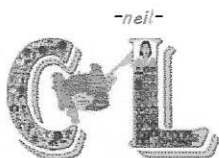
**SCHEDULE OF OPEN RANKING FOR HEAD TEACHER V (MAPEH)  
FOR SAPANG PALAY NATIONAL HIGH SCHOOL**



To : All Education Program Supervisors/Coordinators  
All Secondary School Principals/OICs  
All Secondary School Teaching Personnel

1. Per DepEd Order No. 42 S. 2007- ***"The Revised Guidelines Of Selection, Promotion and Designation of School Heads"***, the City Schools Division will conduct an open ranking for the vacant Head Teacher V (MAPEH) position for Sapang Palay National National High School on Wednesday, February 18, 2015, 10:00 a.m at Sapang Palay National High School, City of San Jose del Monte, Bulacan.
2. Qualified candidates are those who have served for at least four (4) years as Head Teacher or Master Teacher for three (3) years with at least very satisfactory performance for the last three (3) rating periods and with twenty-four (24) hours of relevant training.
3. Interested applicants must submit a photocopy of the following documents on Monday, February 16, 2015 for pre-evaluation and original copy on the day of the open ranking:
  - a. Application Letter
  - b. Updated Personal Data Sheet
  - c. Approved appointment of the incumbent
  - d. Transcript of Records ( at least MA complete academic requirements or its equivalent.)
  - e. Performance Rating for the last three (3) rating periods
  - f. Proofs of Accomplishments per DepEd Order No. 42 s. 2007
  - g. Certificate of Seminars/Training attended
  - h. Service Record / Designation
4. Immediate and wide dissemination of this memorandum is desired.

  
**GERMELINA H. PASCUAL**  
Schools Division Superintendent



*"Collaborating with our Leaders, Caring for our Learners"*

