



DEPARTMENT OF EDUCATION  
Region X- Northern Mindanao  
DIVISION OF MALAYBALAY CITY  
Corner Don Carlos and Guingona Sts., City of Malaybalay  
Telefax # 088-813-2894 or 221-4597, E-mail add: [dpdmlyblycity@yahoo.com](mailto:dpdmlyblycity@yahoo.com)  
Website: <http://depedmalaybalay.page4.me>

**Division Memorandum:**No. 328 s, 2013

162  
Deped-MALAYBALAY CITY DIVISION  
**RELEASED**

Date: 11/20/13 Time: 4:42 P.M  
By: [Signature]

FOR: **PARISO L. ORONG**  
Secondary School Principal IV  
Bukidnon National High School

FROM: **EDILBERTO L. OPLENARIA**  
Schools Division Superintendent

DATE: November 20, 2013

SUBJECT: Perpetual Ranking for Master Teacher I, Master Teacher II and Head Teacher I for Bukidnon National High School

This is to inform the field office that perpetual ranking for Master Teacher I , Master Teacher II and Head Teacher I positions for Bukidnon National High School is now open. Applicants should meet the following minimum qualifications;

**Master Teacher I:**

- a. Teacher III for at least 1 year
- b. Bachelor's Degree in Secondary Education or its equivalent with at least twenty four (24) units in Masters Degree in Education in the area of specialization
- c. Classroom Teacher with at least 2 subject loads
- d. At least Very Satisfactory performance Ratings for the last three (3) school years.
- e. RA 1080

**Master Teacher II:**

- a. Master Teacher I for at least 1 year
- b. Bachelor's Degree in Secondary Education or its equivalent Completed academic requirements ( CAR) for Masteral Degree
- c. Classroom Teacher with at least 2 subject loads
- d. At least Very Satisfactory performance Ratings for the last three (3) school years.
- e. A demonstration teacher in the Division Level ( *Demo Teaching should be after the date of appointment as Master Teacher I*)
- f. RA 1080

### **Head Teacher I**

- a. Bachelor's Degree in Secondary Education; or Bachelor's degree with 18 professional education units with appropriate field of specialization.
- b. 3 years teaching experience and TIC or OIC for at least 1 year
- c. 24 hours of relevant training initiated, sanctioned, approved/ recognized by DepEd not used in the immediate previous promotion.
- d. At least Very Satisfactory for the last 3 consecutive years; or Outstanding for the last 2 consecutive years.
- e. RA 1080

The following pertinent documents should be included to support the letter of application:

7. CSC Form 212 ( 3 copies)
8. Transcript of Records
9. Eligibility - PRC Rating & PRC License
10. Service Record with Employee Number
11. Performance rating at least Very Satisfactory for the last three consecutive years or Outstanding for at least 2 years.
12. Certificates/Proofs of Outstanding Accomplishments, trainings attended recognitions ( *For Head Teachers Applicants Only*)

Deadline for submission of applications is on November 27, 2013. The screening and interview will be on November 28, 2013 at 8:00AM at Bukidnon National High School. For more details see Ms. Novem A. Sescon, Human Resource Management Officer I

Immediate and wide dissemination of the Memorandum is desired.

### **References:**

DepEd Order 39, s. 2007  
DepEd Order 57, s. 1997  
DepEd Order 70, s. 1988  
DepEd Order 80, s. 1987  
2012 DBM Manual Personnel Classifications and Compensations  
Par. 6.3.2.4 of paragraph 6

nas



DEPARTMENT OF EDUCATION  
Region X- Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**  
Corner Don Carlos and Guingona Sts., City of Malaybalay  
Telefax # 088-813-2894 or 221-4597, E-mail add: [dpdmbyblycity@yahoo.com](mailto:dpdmbyblycity@yahoo.com)



November 20, 2013

**MEMORANDUM TO: JOSIE D. ZAMORA**  
EPS-English Designate & IP Coordinator  
Chairperson

**JUTCHEL L. NAYRA, DPA**  
Administrative Officer V

**PARISO L. ORONG**  
Secondary School Principal IV  
Bukidnon National High School

**TERESITA P. LICAYAN**  
Head Teacher I  
Teachers Association Representative

**NOVEM A. SESCON**  
Human Resource Management Officer I

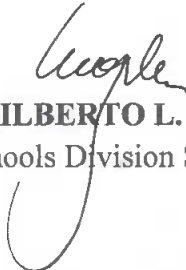
**JANICE L. MAGLANGIT**  
Administrative Aide/Secretariat

---

You are hereby directed to convene for the screening and evaluation on the qualification and fitness of the Master Teacher I and Master Teacher II applicants for Bukidnon National High School.

The screening and interview of the said applicants shall be on November 28, 2013 8:00AM at Bukidnon National High School. A result on your assessment during the screening and interview should be submitted to this Office on the date of the said interview.

For compliance.

  
**EDILBERTO L. OPLENARIA**  
Schools Division Superintendent