



Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF BATAAN

**DIVISION MEMORANDUM**  
**NO. 067,**  
**S.2026**

**February 3, 2026**

**CALL FOR APPLICATIONS FOR VACANT TEACHING POSITION IN SDO BATAAN**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary, Junior and Senior High School Heads  
All Others Concerned

1. The Schools Division Office of Bataan invites qualified, committed, and aspiring educators to apply for the various vacant teaching positions listed below. This call aligns with the Civil Service Commission (CSC) Revised Qualification Standards, the Department of Education's recruitment policies, and relevant **DepEd Order No. 020, s. 2024** shall be used for Master Teacher II, Master Teacher I, Teacher II, III, SPET I (Media Arts), Special Science Teacher I for both elementary and secondary schools
2. Applicants are highly encouraged to participate in this opportunity to contribute to the delivery of quality, inclusive, and learner-centered education in the Schools Division of Bataan.
3. The **LIST OF VACANT POSITIONS** consists of *Position titles, item numbers, salary grades, and place of assignment, as follows:*

<b>Position Title</b>	<b>Item Number</b>	<b>Salary Grade</b>	<b>Place of Assignment</b>
<i>Teacher II</i>	OSEC-DECSB-TCH2-150106-2007	SG-12	Dinalupihan West District
	OSEC-DECSB-TCH2-150172-2018	SG-12	Hermosa District
	OSEC-DECSB-TCH2- 151542-2016		
	OSEC-DECSB-TCH2-150051-2013		
	OSEC-DECSB-TCH2-151299-1998	SG-12	Limay District



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<b>Position Title</b>	<b>Item Number</b>	<b>Salary Grade</b>	<b>Place of Assignment</b>
<i>Teacher III</i>	OSEC-DECSB-TCH2-151374-1998	SG-12	Orion District
	OSEC-DECSB-TCH2-150164-2021	SG-12	Orani District
	OSEC-DECSB-TCH2-151338-1998		
	OSEC-DECSB-TCH3-150760-2025	SG-13	Bagac District
	OSEC-DECSB-TCH3-150925-2022	SG-13	Dinalupihan West District
	OSEC-DECSB-TCH3-150114-2007 OSEC-DECSB-TCH3-151430-2023	SG-13	Hermosa District
<i>Master Teacher I</i>	OSEC-DECSB-TCH3-150200-2020	SG-13	Mariveles District
	OSEC-DECSB-TCH3-150100-2009	SG-13	Samal District
	OSEC-DECSB-MTCHR1-150008-2011	SG-18	Bagac District
	OSEC-DECSB-MTCHR1-150015-2015	SG-18	Hermosa District
	OSEC-DECSB-MTCHR1-150042-2022	SG-18	Mariveles District
	OSEC-DECSB-MTCHR1-150119-1998	SG-18	Pilar District



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<b>Position Title</b>	<b>Item Number</b>	<b>Salary Grade</b>	<b>Place of Assignment</b>
<i>Teacher II</i>	OSEC-DECSB-TCH2-150054-2020	SG-12	Biaan IS
	OSEC-DECSB-TCH2-150444-2015	SG-12	Lamao NHS
	OSEC-DECSB-TCH2-151100-2023	SG-12	Luakan NHS-Main
	OSEC-DECSB-TCH2-150281-2017	SG-12	MNHS Sitio Mabuhay
	OSEC-DECSB-TCH2-150337-2017		
	OSEC-DECSB-TCH2-150507-2017		
	OSEC-DECSB-TCH2-150450-2014	SG-12	Orani NHS-Parang2
<i>Teacher III</i>	OSEC-DECSB-TCH3-150123-2002	SG-13	Bagac NHS(Parang)
	OSEC-DECSB-TCH3-150937-2016	SG-13	E. C. Bernabe NHS
	OSEC-DECSB-TCH3-150422-2017	SG-13	Lamao NHS
	OSEC-DECSB-TCH3-152207-2023	SG-13	Luakan NHS-Main
	OSEC-DECSB-TCH3-150052-2015	SG-13	Pagalanggang NHS



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<b>Position Title</b>	<b>Item Number</b>	<b>Salary Grade</b>	<b>Place of Assignment</b>
	OSEC-DECSB-TCH3-150192-2006		
<i>SPET I (Media Arts)</i>	OSEC-DECSB-SPET1-150009-2021	SG-14	Bataan School for the Arts
	OSEC-DECSB-TCH2-150293-2017 OSEC-DECSB-TCH2-150364-2017 OSEC-DECSB-TCH2-150291-2017	SG-12	Bagac NHS (Parang) (SHS)
<i>Teacher II (SHS)</i>	OSEC-DECSB-TCH2-150463-2017, OSEC-DECSB-TCH2-150366-2017	SG-12	E. C. Bernabe NHS (SHS)
	OSEC-DECSB-TCH2-150795-2016 OSEC-DECSB-TCH2-150402-2017 OSEC-DECSB-TCH2-150404-2017	SG-12	Hermosa National High School (SHS)
	OSEC-DECSB-TCH2-150335-2017	SG-12	JEAG MHS (SHS)
	OSEC-DECSB-TCH2-150850-2016	SG-12	Lamao NHS (SHS)
	OSEC-DECSB-TCH2-150323-2017	SG-12	Limay NHS (SHS)



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Position Title	Item Number	Salary Grade	Place of Assignment
Teacher III (SHS)	OSEC-DECSB-TCH3-150791-2023	SG-13	Limay NHS (SHS)
Special Science Teacher I	OSEC-DECSB-SPST1-150373-2021	SG-13	MNHS Sitio Mabuhay
Master Teacher I	OSEC-DECSB-MTCHR1-150221-2016	SG-18	MNHS-Sitio Mabuhay

4. The following tables present the CSC Revised Qualification Standards for each position, categorized by **Education**, **Experience**, **Training**, and **Eligibility**.

### For Teacher II (ELEMENTARY)

Education	Experience	Training	Eligibility
Bachelor's Degree in Education or relevant field with at least 18 units in Professional Education	1 year teaching experience	16 hours in Curriculum, Pedagogy, or Subject Specialization (within last 5 years)	RA 1080, as amended (Teacher-Elementary/ Secondary)

### For Teacher III (ELEMENTARY)

Education	Experience	Training	Eligibility
Bachelor's Degree in Education or relevant field with at least 18 units in Professional Education	2 years teaching experience	8 hours in Curriculum, Pedagogy, or Subject Specialization (within last 5 years)	RA 1080, as amended (Teacher-Elementary/ Secondary)

### For Master Teacher I (ELEMENTARY)

Education	Experience	Training	Eligibility
Master Teacher I Master's degree in Education or Educational Leadership, or	5 years experience	24 hours of training in any of a cumulative of the following: Curriculum, Pedagogy,	RA 1080, as amended (Teacher-Elementary/ Secondary)



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Education	Experience	Training	Eligibility
Educational Management or relevant subject or learning area		subject specialization and 8 hours of training in Instructional Supervision within the last 5 years or Completion of NEAP requisite professional development progress for Career Stage III (Highly Proficient Teacher)	

### For Teacher II (SECONDARY)

Education	Experience	Training	Eligibility
Bachelor's Degree in Education or relevant field with at least 18 units in Professional Education	1 year teaching experience	16 hours in Curriculum, Pedagogy, or Subject Specialization (within last 5 years)	RA 1080, as amended (Teacher-Elementary/Secondary)

### For Teacher III (SECONDARY)

Education	Experience	Training	Eligibility
Bachelor's Degree in Education or relevant field with at least 18 units in Professional Education	2 years teaching experience	8 hours in Curriculum, Pedagogy, or Subject Specialization (within last 5 years)	RA 1080, as amended (Teacher-Elementary/Secondary)

### For Master Teacher I (SECONDARY)



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Education	Experience	Training	Eligibility
<i>Master Teacher I</i> Master's degree in Education or Educational Leadership, or Educational Management or relevant subject or learning area	5 years experience	24 hours of training in any of a cumulative of the following: Curriculum, Pedagogy, subject specialization and 8 hours of training in Instructional Supervision within the last 5 years or Completion of NEAP requisite professional development progress for Career Stage III (Highly Proficient Teacher)	RA 1080, as amended (Teacher-Elementary/ Secondary)

### Teacher II (SHS – Academic Track & Core Subjects)

Education	Experience	Training	Eligibility
Bachelor's degree w/ major in relevant subject + 18 prof. units, OR any Bachelor's degree w/ at least 6 units toward Master's + 18 prof. units	1 year teaching or industry experience in relevant strand	8 hours in Curriculum/Pedagogy/Subject Specialization	RA 1080 (Teacher-Secondary)

### Teacher II (SHS- Technical Vocational Track)

Education	Experience	Training	Eligibility
Bachelor's degree relevant to the area of specialization + 18 prof. units, OR any	1 year experience in teaching or industry experience in relevant	National Certificate (NC) II and Trainer's Methodology Certificate (TMC) 1	RA 1080 (Teacher-Secondary)



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Bachelor's degree and completion of technical-vocational course(s) in the area of specialization + 18 prof. units	strand/area of specialization	is relevant technical-vocational course(s) in the area of specialization	
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### Teacher III (SHS – Academic Track & Core Subjects)

Education	Experience	Training	Eligibility
Bachelor's degree w/ major in relevant subject + 18 prof. units, OR any Bachelor's degree w/ at least 6 units toward Master's + 18 prof. units	2 years teaching or industry experience in relevant strand	8 hours in Curriculum/Pedagogy/Subject Specialization	RA 1080 (Teacher-Secondary)

### Teacher III (SHS- Technical Vocational Track)

Education	Experience	Training	Eligibility
Bachelor's degree relevant to the area of specialization + 18 prof. units, OR any Bachelor's degree and completion of technical-vocational course(s) in the area of specialization + 18 prof. units	2 year experience in teaching or industry experience in relevant strand/area of specialization	National Certificate (NC) II and Trainer's Methodology Certificate (TMC) 1 is relevant technical-vocational course(s) in the area of specialization	RA 1080 (Teacher-Secondary)

### For Special Education Teacher I (Media Arts)

Education	Experience	Training	Eligibility
Bachelor's degree related to arts specialization	None required	None required	RA 1080 (Teacher – Secondary)



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Education	Experience	Training	Eligibility
(Media Arts) with at least 18 professional units in Education			

**For Special Science Teacher I (SPST I)**

Education	Experience	Training	Eligibility
Bachelor's degree in a specialized field in Science, Technology, Engineering, Mathematics, or other applied courses as identified and approved by DOST as priority S&T Courses	None required	None required	RA 1080 (Teacher – Secondary); if not RA 1080 eligible, applicant must pass the LET within five (5) years after the date of first hiring

5. Applicants must submit **two (2) complete sets** in an **blue expandable envelope** properly labeled with the applicant's **Name, Position Applied For, and Contact Number**.
  - 5.1 **Envelope 1: Checklist of Basic Requirements (Enclosure No. 1)**
  - 5.2 **Envelope 2: Evaluation Checklist (Enclosure No. 2)**
6. All documents must be **authentic, duly signed, and valid** at the time of submission. Any falsification or misrepresentation shall result in disqualification and appropriate legal action per CSC rules. Deadline for submission: **February 9, 2026**, at the Records Section, SDO Bataan.
7. The Human Resource Merit Promotion and Selection Board (HRMPSB) shall:
  - 7.1 Ensure a **fair, transparent, and objective** evaluation based on applicable CSC and DepEd guidelines.
  - 7.2 Uphold the principles of **merit, fitness, and equal opportunity**, with due consideration to all applicants regardless of SOGIE, civil status, religion, political affiliation, disability, or ethnicity.
  - 7.3 Conduct paper evaluation, behavioral event interviews, and examinations.
  - 7.4 Require original documents for verification during ranking.



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7.5 Release the **Initial Evaluation Results (IER)** via [depedbataan.com](http://depedbataan.com) and notify qualified applicants at least two (2) days prior to the ranking process.

7.6 Maintain strict compliance with **Data Privacy laws**.

8. The composition of the Human Resource Merit Promotion and Selection Board (HRMPSB) is presented below:

Role	Name / Position
<b>Chairperson</b>	JERRY DIMLA CRUZ, DEM, CESO VI Assistant Schools Division Superintendent
<b>Member</b>	RAMON C. PEREZ / MILAGROS M. PEÑAFLOR Chief Education Supervisor
<b>Member</b>	PILAR C. IGNACIO Administrative Officer V
<b>Member</b>	EVANGELINE D. GALLARDO OIC - Administrative Officer IV / HRMO II
<b>Member</b>	School Head/Chief Education Supervisor where the vacancy exists
<b>Member</b>	Representative of the Accredited Employees' Union
<b>Secretariat</b>	JUMEL C. CARAIG
<b>Secretariat</b>	XANDREA KEITH B. DE SILVA
<b>Secretariat</b>	CHERRYLENE VIDAL

9. The following are the proposed timelines for the recruitment, evaluation, and selection activities:

Activity	Proposed Date	Person Responsible
Submission and receipt of basic application documents for initial evaluation	<b>February 9, 2026</b> (Monday)	<b>Applicants</b>
Initial evaluation of qualifications of applicants	<b>February 10-11, 2026</b> (Tuesday – Wednesday)	<b>HRMO II Personnel Unit</b>
Issuance of notification to qualified and disqualified applicants	<b>February 13, 2026</b> (Friday)	<b>HRMO II Personnel Unit</b>
Comparative Assessment and	<b>February 18, 2026</b> (Wednesday)	<b>HRMPSB Secretariat</b>



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Activity	Proposed Date	Person Responsible
Conduct of Behavioral Event Interview (BEI)		
Conduct of Background Investigation	<b>February 19, 2026</b> (Thursdasy)	<b>HRMPSB Secretariat</b>
Posting of Results on the SDO Website	<b>To follow upon completion</b>	<b>HRMPSB Secretariat</b>

10. Late or incomplete submissions shall **not** be entertained. The final schedule and venue for evaluation, interviews, and examinations shall be announced through a Division Advisory.
11. Applicants with pending approval of reclassification are no longer eligible to participate in the said Open Ranking to avoid duplication and ensure compliance with existing policies.
12. Enclosures No. 1 and 2 contain Checklist of Basic Requirements and Evaluation Checklist respectively.
13. Immediate and wide dissemination of this Memorandum is earnestly desired.

  
**CAROLINA S. VIOLETA, EdD, CESO V**  
*ay* Schools Division Superintendent 

*References:*

DO No. 020 s. 2024

To be included in the Perpetual Index

Under the following:  
 HIRING  
 PROMOTIONS  
 QUALIFICATIONS

SI/ADS



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Enclosure 1 to Division Memorandum No. , s. 2026

**CHECKLIST OF BASIC REQUIREMENTS**

Name of Applicant: \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Office of the Position Applied for: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Religion: \_\_\_\_\_

Ethnicity: \_\_\_\_\_

Person with Disability: Yes ( ) No ( )

Solo Parent: Yes ( ) No ( )

<b>Basic Documentary Requirements</b>		<b>Status of Submission</b> (To be filled out by applicant; Check if complied)	<b>Verification</b> (To be filled out by HRMO)	
			<b>Status of Submission</b> (Check if complied)	<b>Remarks</b>
a	Letter of intent			
b	CSC Form 212 (Revised 2025) in 1 copy with latest 2x2 picture			
c	Copy of Updated Eligibility			
d	Photocopy of the Performance Ratings in the last rating period(s) covering one (1) year performance prior to the assessment, if applicable. (For Master Teacher three (3) consecutive years)			
e	Copy of rating (if teaching)			
f	Transcript of Records			
g	Certificate of Employment			
h	Certificate of Training			
i	Omnibus Certification of authenticity and veracity of all documents submitted, signed by the applicant (original copy)			

Verified by:

\_\_\_\_\_  
 Signature Over Printed Name

**OMNIBUS SWORN STATEMENT**

**CERTIFICATION OF AUTHENTICITY AND VERACITY**

I hereby certify that all information above are true and correct, and of my personal knowledge and belief, and the documents submitted herewith are original and/or certified true copies thereof.

**DATA PRIVACY CONSENT**

I hereby grant the Department of Education the right to collect and process my personal information as stated above, for purposes relevant to the recruitment, selection, and placement of personnel of the Department and for purposes of compliance with the laws, rules, and regulations being implemented by the Civil Service Commission.

Name and Signature of Applicant

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, year \_\_\_\_\_.

\_\_\_\_\_  
 Person Administering Oath



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Enclosure 2 to Division Memorandum No. , s. 2026

**EVALUATION CHECKLIST**

<b>Documents as contained in DepEd Order No. 20, s. 2024</b>	<b>Status of Submission</b> (to be filled out by the applicant; Check if submitted)	<b>Verification</b> (to be filled out by HRMO / Secretariat)	
	<b>Status of Submission</b> (check if complied)	<b>Remarks</b>	
<b>Education</b>			
<b>Training</b>			
<b>Experience</b>			
<b>Performance Rating</b>			
<b>Outstanding Accomplishments</b>			
1. Outstanding Employee Awards			
2. Research and Innovations			
3. Subject matter expert			
4. Resource Speaker			
5. NEAP accredited learning			
<b>Application of Education</b>			
<b>Application of Learning &amp; Development (L&amp;D)</b>			

Applicant:

Verified by:

Signature over printed name

Signature over printed name