



Republic of the Philippines
Department of Education

REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

Office of the Schools Division Superintendent

January 28, 2025

DIVISION MEMORANDUM

No. 053, s. 2026

**CALL FOR APPLICANTS FOR TEACHER II, TEACHER III, MASTER TEACHER I,
MASTER TEACHER II, AND MASTER TEACHER III POSITIONS UNDER
NATURAL VACANCIES AS PART OF THE EXPANDED CAREER PROGRESSION
(ECP) SYSTEM**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Principals-in-Charge
Elementary and Secondary School Heads
School Administrative Officers
Human Resource Merit, Promotion, and Section Board
Others Concerned

1. This office announces the opening of applications for Teacher II, Teacher III, Master Teacher I, Master Teacher II, and Master Teacher III positions. This recruitment is part of the **Expanded Career Progression (ECP)** system for Public School Teachers, following the guidelines of Executive Order No. 174, s. 2022 and DepEd Order No. 20, s. 2024.

Anchored on the above rules and guidelines, this policy shall cover the grant of authority to the 46 Districts of this Schools Division to constitute their respective HRMPSB-Sub Committees to conduct the Initial Evaluation of Applications for the following positions:

Position	Level
Teacher II	Elementary
Teacher II	Secondary (Junior High School)
Teacher II	Secondary (SHS-Academic Track and Core Subjects)
Teacher II	Secondary (Senior High School-Technical Vocational Track)
Teacher III	Elementary
Teacher III	Secondary (Junior High School)
Teacher III	Secondary (SHS-Academic Track and Core Subjects)
Teacher III	Secondary (Senior High School-Technical Vocational Track)
Master Teacher I	Elementary

Master Teacher I	Secondary (Junior High School)
Master Teacher I	Secondary (SHS-Academic Track and Core Subjects)
Master Teacher I	Secondary (Senior High School-Technical Vocational Track)
Master Teacher II	Elementary
Master Teacher II	Secondary (Junior High School)
Master Teacher III	Secondary (Junior High School)

2. Qualification Standards

Interested applicants must meet the following Qualification Standards (QS) for the positions listed below:

Position	Level	Education	Training	Experience	Eligibility
Teacher II	Elementary	Bachelor's degree in Education; or Bachelor's degree in relevant subject or learning area with at least 18 professional units in Education	8 hrs of training in any of or cumulative of the following: Curriculum, Pedagogy, Subject Specialization acquired within the last 5 years	1 year teaching experience	RA 1080, as amended (Teacher-Elementary/Secondary)
Teacher II	Secondary (JHS)				RA 1080, as amended (Teacher-Secondary)
Teacher II	Secondary (SHS-Academic Track and Core Subjects)	Bachelor's degree with a major in the relevant strand/subject plus 18 professional units in Education; or any Bachelor's degree with at least 6 units towards Master's degree in relevant strand/subject plus 18 units of professional units in Education (Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree with at least 6 units towards Master's degree in relevant strand/subject)	8 hours of training in any of or cumulative of the following: Curriculum, Pedagogy, Subject Specialization acquired within the last 5 years	1 year experience in teaching or industry work in relevant strand/subject	RA 1080, as amended (Teacher-Secondary) for permanent appointments (None required for provisional and contractual appointments must pass the LET within 5 years after the date of first hiring)
Teacher II	Secondary (SHS-TVL)	Bachelor's degree relevant to the area of specialization plus 18 professional units in Education; or any Bachelor's degree and completion of technical-vocational course(s) in	National Certificate (NC) II and Trainer's Methodology Certificate (TMC) I in relevant technical-vocational course(s) in specialization	1 year experience in teaching or industry experience in relevant strand/subject of	RA 1080, as amended (Teacher-Secondary) for permanent appointments (None required for provisional

		specialization plus 18 professional units in Education (Bachelor's degree relevant to the area of specialization; or any Bachelor's degree plus completion of technical-vocational course(s) in specialization)		specialization	and contractual appointments must pass the LET within 5 years after the date of first hiring)
Teacher III	Elementary	Bachelor's degree in Education; or Bachelor's degree in relevant subject or learning area with at least 18 professional units in Education	16 hrs of training in any of or cumulative of the following: Curriculum, Pedagogy, Subject Specialization acquired within the last 5 years	2 years teaching experience	RA 1080, as amended (Teacher-Elementary/Secondary)
Teacher III	Secondary (JHS)				RA 1080, as amended (Teacher-Secondary)
Teacher III	Secondary (SHS-Academic Track and Core Subjects)	Bachelor's degree with a major in the relevant strand/subject plus 18 professional units in Education; or any Bachelor's degree with at least 12 units towards Master's degree in relevant strand/subject plus 18 units of professional units in Education (Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree with at least 12 units towards Master's degree in relevant strand/subject)	16 hours of training in any of or cumulative of the following: Curriculum, Pedagogy, Subject Specialization acquired within the last 5 years	2 years experience in teaching or industry work in relevant strand/subject	RA 1080, as amended (Teacher-Secondary) for permanent appointments (None required for provisional and contractual appointments must pass the LET within 5 years after the date of first hiring)
Teacher III	Secondary (SHS-TVL)	Bachelor's degree relevant to the area of specialization plus 18 professional units in Education; or any Bachelor's degree and completion of technical-vocational course(s) in specialization plus 18 professional units in Education (Bachelor's degree relevant to the area of specialization; or	National Certificate (NC) II and Trainer's Methodology Certificate (TMC) I in relevant technical-vocational course(s) in specialization	2 years experience in teaching or industry experience in relevant strand/subject of specialization	RA 1080, as amended (Teacher-Secondary) for permanent appointments (None required for provisional and contractual appointments must pass the LET within 5 years after the

		any Bachelor's degree plus completion of technical-vocational course(s) in specialization)			date of first hiring)
Master Teacher I	Elementary	Master's degree in Education, or Educational Leadership, or Educational Management, or relevant subject or learning area	24 hrs of training in any of or cumulative of the following: Curriculum, Pedagogy, Subject Specialization and 8 hrs of training in Instructional Supervision acquired within the last 5 years Or Completion of NEAP-requisite professional development program for Career Stage III (Highly Proficient Teacher)	5 years teaching experience	RA 1080, as amended (Teacher-Elementary/Secondary)
Master Teacher I	Secondary (JHS)				RA 1080, as amended (Teacher-Secondary)
Master Teacher I	Secondary (SHS-Academic Track and Core Subjects)	Master's degree in relevant strand/subject plus 18 professional units in Education (Master's degree in relevant strand/subject)	24 hours of training in any of or cumulative of the following: Curriculum, Pedagogy, Subject Specialization and 8 hours of training in Instructional Supervision acquired within the last 5 years; or Completion of NEAP-requisite professional development program for Career Stage III (Highly Proficient Teacher)	5 years experience in teaching or industry work in relevant strand/subject	RA 1080, as amended (Teacher-Secondary) (None required for provisional and contractual appointments must pass the LET within 5 years after the date of first hiring)
Master Teacher I	Secondary (SHS-TVL)	Master's degree in relevant field(s) under the strand/area of specialization plus 18 professional units in Education (Master's degree in relevant field(s) under the strand/area of specialization)	National Certificate (NC) II and Trainer's Methodology Certificate (TMC) I in relevant technical-vocational course(s) in specialization; or Completion of NEAP-requisite professional development program for Career Stage III (Highly Proficient Teacher)	5 years experience in teaching or industry experience in relevant strand/subject of specialization	RA 1080, as amended (Teacher-Secondary) for permanent appointments (None required for provisional and contractual appointments must pass the LET within 5 years after the date of first hiring)

Master Teacher II	Elementary	Master's degree in Education, or Educational Leadership, or Educational Management, or relevant subject or learning area	24 hrs of training in any of or cumulative of the following: Curriculum, Pedagogy, Subject Specialization and 8 hrs of training in Instructional Supervision acquired within the last 5 years Or Completion of NEAP-requisite professional development program for Career Stage III (Highly Proficient Teacher)	5 years teaching experience and 1 year relevant experience in instructional supervision and technical assistance to teachers	RA 1080, as amended (Teacher-Elementary/Secondary)
Master Teacher II	Secondary (JHS)				RA 1080, as amended (Teacher-Secondary)
Master Teacher III	Secondary (JHS)	Master's degree in Education, or Educational Leadership, or Educational Management, or relevant subject or learning area	24 hrs of training in any of or cumulative of the following: Curriculum, Pedagogy, Subject Specialization and 8 hrs of training in Instructional Supervision acquired within the last 5 years Or Completion of NEAP-requisite professional development program for Career Stage IV (Distinguished Teacher)	5 years teaching experience and 2 years relevant experience in instructional supervision and technical assistance to teachers	RA 1080, as amended (Teacher-Secondary)

3. Duties and Functions of the District-based HRMPSB Sub-Committees

The sub-committee performs functions in consonance with DepEd Order No. 20, s. 2024:

a. Duties of the Chairperson and Members

- i. Conduct an initial evaluation of applicants' documents vis-à-vis the CSC approved qualification standards (Education, Experience, Training, Eligibility, and Competency).
- ii. Determine the applicant's performance based on standards per DBM-DepEd JC 01, s. 2025 Form 1-A and DepEd Order No. 20, s. 2024.
- iii. Assess the applicants' competencies on the Non-Classroom Observable Strands/Indicators through the assessment of portfolio annotations and BEI in accordance with the rubrics and protocols provided in DepEd Order No. 20, s. 2024.
- iv. Conduct other appropriate evaluative assessments, as may be necessary, such as but not limited to Written Examinations (WE) and Skills or Work

Sample Tests (S/WST) to assess the potential, characteristics or traits, and fitness (i.e., Job Fit, Location Fit, and Organizational Fit).

b. Duties of the Secretariat

- i. Receive applications for Teacher II to Master Teacher III positions.
- ii. Check and verify the completeness and veracity of submitted documents.
- iii. Attest to the Checklist of Requirements (Annex C-1 of DepEd Order No. 20, s. 2024) in place of the Human Resource Management Officer.
- iv. Record minutes of the sub-committee deliberations.
- v. Prepare and sign the Initial Evaluation Results (IER) (Annex D of DepEd Order No. 20, s. 2024).
- vi. Indorse the IER and application documents to the Division HRMO within the prescribed timeframe.

4. Submission and Receipt of Application Documents

All interested and qualified applicants for the positions shall submit the following documentary requirements to their respective District-based HRMP SB Sub-committee, where the Administrative Officer (AO) II acts as the Secretariat, on or before the deadline set in this Memorandum.

- a) Letter of Intent addressed to GAUDENCIO C. ALJIBE, JR. PhD, CESO V, Schools Division Superintendent, Department of Education, Northern Samar Division, Mabini St., Brgy. Acacia, Catarman, Northern Samar.
- b) Duly accomplished PDS (CSC Form No. 212, Revised 2025) with Work Experience Sheet.
- c) Photocopy of Voter's ID (or any proof of residency).
- d) Photocopy of valid and updated PRC License/ID.
- e) Photocopy of Certificate of Board Rating.
- f) Photocopy of scholastic/ academic record (i.e. Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units/degrees, if available).
- g) Photocopy of duly signed Service Record or Certificate of Employment, whichever is applicable.
- h) Photocopy of latest appointment (for those applying for promotion).
- i) Photocopy of certificates of relevant specialized trainings or professional development programs, if any.
- j) Photocopy of valid Technical Education and Skills Development Authority (TESDA) National Certificate (NC) II, Trainer Methodology Certificate (TMC), if applicable.

- k) Photocopy of the required Performance Ratings with at least **Very Satisfactory** rating. *(Note: The latest performance rating shall cover one (1) year complete performance rating period in the current position).*
- l) Checklist of Requirements and an Omnibus Sworn Statement certifying the authenticity and veracity of all documents, along with a Data Privacy Consent Form (Annex C-1) pursuant to RA 10173; these must be sworn before a public officer authorized to administer oaths pursuant to Section 41 of EO 292, as amended by RA 6733 and further amended by RA 10755.
- m) Other documents may be required by the district-based HRMPSB, including but not limited to a portfolio for the assessment of identified PPST Non-Classroom Observable Indicators (NCOI).

5. Indicative Schedule of Activities

Activities	Inclusive Dates	Focal Person/Office
Submission and Receipt of Application Documents to the District-based HRMPSB Sub-Committee	February 2, 2026 to February 6, 2026	District-based HRMPSB Sub-Committee (Secretariat)
Conduct of Initial Evaluation by the District-based HRMPSB Sub-Committees.		District-based HRMPSB Sub-Committee
Preparation of Initial Evaluation Results (IER) as prescribed in Annex D of DO 20, s. 2024.		
Evaluation of Applicants across all criteria.	February 13, 2026	District-based HRMPSB Sub-Committee (Secretariat)
Deadline for the submission of complete documents and the Individual Evaluation Sheets (IES) of applicants to the Division HRMPSB		

6. Immediate dissemination of and compliance with this Memorandum are desired.


GAUDENCIO C. ALJIBE JR., PhD, CESO V
 Schools Division Superintendent

DepEd Northern Samar

RELEASED

By: 

Date: 29 JAN 2026