



## Job Application Form/Ffurflen Gais Am Swydd

Equal Opportunities Employee / Cyfle Cyfartal Gweithwyr

Post applied for/Swydd y gwneir cais amdani:

Closing date / Dyddiad cae:

Surname / Cyfenw:

Name and Initials / Llythrennau Blaen:

Address / Cyfeiriad:

Post Code / Côt Post:

NI Number / Rhif YG:

Home Telephone Number / Rhif ffôn cartref:

Business Telephone Number / Rhif ffôn busnes:

Mobile Telephone Number / Rhif ffôn symudol:

E-mail work / E-bost gwaith:

E-mail personal / E-bost personol:

### Present Employer / Cyflogwr Presennol

Name & Address / Enw a Chyfeiriad:

Nature of Business / Natur y busnes:

Job Title / Teitl y swydd:

Telephone Number / Rhif ffôn:

Salary Expectation / Disgwyliad cyflog:

Notice Required / Rhybudd sydd ei angen:





Briefly describe your current / most recent employment duties.  
Rhowch ddisgrifiad byr o'ch dyletswyddau presennol.

**Previous Employment, commencing with your last, not present, employer.**  
**Cyflogaeth flaenorol, gan ddechrau gyda'ch cyflogwr diwethaf nid eich cyflogwr presennol.**

Date From Dyddiad O	Date To Dyddiad Tan	Employer's name & address Enw a chyfeiriad y cyflogwr	Job Title Teitl y Swydd	Salary Cyflog	Reasons for leaving Rhesymau dros adael

Please give reasons for any gaps in employment. / Rhowch resymau am ynrhyw fylchau yn eich cyflogaeth.





**Further information in support of your application.**

**Rhagor o wybodaeth i gefnogi'ch cais.**

Please explain how you would relate your education, training achievements and experience to the post for which you are applying. Your response should relate to the job description and person specification for this post (continue on additional sheets if necessary).

Esboniwch sut y byddai eich addysg, eich cyflawniadau hyfforddiant a'ch profiad yn berthnasol l'r swydd rydych yn gwneud cais amdani. Dylai'ch ymateb ymwneud â'r disgrifiad swydd a manyleb y person ar gyfer y swydd hon (parhewch ar ddalennau ychwanegol os oes angen).



## Referees / Canolwyr

Please supply the names, addresses, telephone numbers and e-mail addresses of two referees, one of which must be your present or most recent employer. If you have not previously worked, please give the name of a responsible person who knows you well. Councillors and relatives must not act as referees.

**Please note that references may be taken up prior to interview, therefore if you do not wish us to contact your referees please indicate here.**

Rhowch enwau, cyfeiriadau, rhifau ffôn a chyfeiriadau e-bost dau ganolwr, y mae'n rhaid I un ohonynt fod eich cyflogwr presennol neu ddiweddaraf. Os nad ydych wedi gweithio o'r blaen, rhowch enw rhywun sy'n eich adnabod yn dda. Ni chaiff cynghorwyr a pherthnasau fod yn ganolwyr.

**Sylwer y gellir gofyn am eirdaon cyn y cyfweiliad. Felly, nodwch yma os nad ydych am i ni gysylltu â'ch canolwyr.**

Yes / Oes

No / Nac oes

## Present or most recent employer / Cyflogwr presennol neu ddiweddaraf.

Name/Enw:
Business Name/Enw Busnes:
Address/Cyfeiriad:
Relationship/Perthynas:
Telephone Number/Rhif Ffôn:
E-mail/E-bost:

## Other referee / Canolwr arall.

Name/Enw:
Business Name/Enw Busnes:
Address/Cyfeiriad:
Relationship/Perthynas:
Telephone Number/Rhif Ffôn:
E-mail/E-bost:

Where did you see the advert or hear about the job? If on a website, please state which one(s).  
Ble gwelsoch chi'r hysbyseb neu ble clywsoch chi am y swydd? Os ar wefan, nodwch pa un/rai.