

*Lôn Cae Ffynnon, Cibyn, Caernarfon, Gwynedd LL55 2BD*

TEITL Y SWYDD/*Job Title:* Swyddog TG / IT Officer

DYDDIAD CAU/*Closing date: 09/04/2021*

HYSBYSEBWYD YN/*Advertised in*:

**MANYLION PERSONOL**

***PERSONAL DETAILS***

Cyfenw:

*Surname:*

Enw(au) cyntaf:

*First name(s):*

Cyfeiriad:

*Address:*

Côd Post:

*Post Code*

Rhif Yswiriant Cenedlaethol:

*National Insurance Number:*

Cyfeiriad ebost:

*Email address*

Rhif ffôn yn ystod y dydd:

*Daytime telephone number:*

Rhif ffôn Symudol:

*Mobile Phone Number:*

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| **CYFLOGWR PRESENNOL**  ***PRESENT EMPLOYER*** |
| ENW A CHYFEIRIAD EICH CYFLOGWR PRESENNOL/DIWEDDARAF  *NAME AND ADDRESS OF PRESENT/LAST EMPLOYER*  Teitl eich swydd:  *Job title:*  Dyletswyddau:  *Duties:*  Dyddiadau cyflogaeth: O/*From* I/*To*  *Employment date:*  Cyflog Presennol:  *Present Salary:*  Faint o rybudd sydd angen:  *Period of notice required:*  Dyddiad gorffen, a rheswm dros adel (os yw’n berthnasol):  *Date and reason for leaving (if applicable):* |

**CYMWYSTERAU ADDYSGOL a GALWEDIGAETHOL**

***EDUCATION and VOCATIONAL QUALIFICATIONS***

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| Ysgol, Coleg, Prifysgol, Prentisiaeth a.y.y.b.  *School, College, University, Apptenticeship etc.* | Pwnc  *Subject* | Cymwysterau a Gradd  *Qualifications and Grade* |
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| Unrhyw gymhwyster arall, gan gynnwys cymwysterau proffesiynol:  *Any other qualifications, including professional qualifications:* |

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| **SWYDDI BLAENOROL**  ***PREVIOUS EMPLOYMENT*** |
| Cwmni neu sefydliad:  *Company or establishment:*  Teitl y swydd a’r math o waith:  *Title of post and type of work:*  Dyddiad O/*From*: I/*To:*  *Date from:*  Rheswm dros adael:  *Reason for leaving:* |

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| Cwmni neu sefydliad:  *Company or establishment:*  Teitl swydd a’r math o waith:  *Title of post and type of work:*  Dyddiad O/*From* I/*To*  *Date from:*  Rheswm dros adael:  *Reasonfor leaving:* |

Parhewch ar dudalen ar wâhan os oes angen/*Please continue on a separate sheet if necessary*

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| **CANOLWYR**  ***REFEREES***  **Nodwch fanylion dau ganolwr, gan gynnwys eich cyflogwr presennol (neu’r mwyaf diweddar).**  ***Please give details of two referees, including your present employer (or most recent)*** | |
| Teitl ac enw:  *Title and name:*  Teitl swydd:  *Job title:*  Cyfeiriad:  *Address:*  Rhif Ffôn:  *Telephone No:*  Ebost/*Email:*  Ym mha iaith y dylid cysylltu â’r Canolwr?  *Which language should we use when contacting the Referee?* | Teitl ac enw:  *Title and name:*  Teitl swydd:  *Job title:*  Cyfeiriad:  *Address:*  Rhif Ffôn:  *Telephone No:*  Ebost/*Email:*  Ym mha iaith y dylid cysylltu â’r Canolwr?  *Which language should we use when contacting hte Referee?* |

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| **GWYBODAETH YCHWANEGOL PERTHNASOL I’R CAIS**  **ADDITIONAL INFORMATION RELEVANT TO THE APPLICATION** |
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| **GWYBODAETH GYFFREDINOL**  **GENERAL INFORMATION** |
| A oes trwydded yrru gyfredol gennych?  *Do you hold a current driving licence?*  A ydych wedi ymgeisio am swydd gyda Rondo Media Cyf yn y gorffennol?  *Have you applied for a post with Rondo Media in the past?*   |  |  | | --- | --- | | Do*/Yes* |  | | Naddo*/No* |  |   Os do, rhowch fanylion:  *If yes, please give details:* |

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| **DEDDF ADSEFYDLU TROSEDDWYR 1974/REHABILITATION OF OFFENDERS ACT 1974** |
| A oes gennych unrhyw euogfarn troseddol nad ystyrir eu bod wedi’u disbyddu (h.y. heb eu disbyddu) o dan Deddf Adseyflu Troseddwyr 1974?  *Do you have any criminal convictions not regarded as spent (i.e. unspent) under the Rehabilitation of Offenders Act 1974?*   |  |  | | --- | --- | | Oes*/Yes* |  | | Nac oes*/No* |  |   Os oes, disgrifiwch y drosedd (troseddau) a dyddiad(au) yr euogfarn  *If yes, please describe the offence(s) and date(s)* |

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| POLISI PREIFATRWYDD A DIOGELU DATA/PRIVACY POLICY AND DATA PROTECTION |
| Mae Polisi Preifatrwydd ar gael ar ein gwefan/Privacy Policy is available on our website  <https://rondomedia.co.uk/privacy-policy/>  Cedwir eich data yn unol â Deddf Data 1998  Your data will be held in accordance with the Data Protection Act 1998.  Cedwir pob cais am flwyddyn ac yn unol â Deddf Dogelu Data 1998. Os ydych yn aflwyddiannus ar gyfer y swydd hon, a fyddech chi’n dymuno i ni gysylltu â chi pe bai swydd debyg yn dod ar gael o fewn y 12 mis nesaf?  *Your data will be held in accordance with the Data Protection Act 1998. If you are unsuccessful for this post, would you want us to contact you should a similar position become available within the next 12 months?*   |  |  | | --- | --- | | Byddwn/*Yes* |  | | Nac fyddwn*/No* |  | |

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| DATGANIAD YR YMGEISYDD/APPLICANT DECLARATION |
| Cadarnhaf drwy roi croes yn y blwch isod fod yr wybodaeth a gyflwynir yn y cais yn gywir. Gall unrhyw ddatganiad camarweiniol neu hepgor gwybodaeth yn fwriadol ddileu unrhyw gytundeb sy’n deillio o’r cais hwn.  *I confirm by inserting an X in the box below that the information contained within this application is correct. Any misleading or deliberate ommission may be grounds for cancelling any agreement arising from this application.*   |  | | --- | |  | |

Dychweler ddim hwyrach na’r dyddiad cau i/*To be returned no later than the closing date*