**Y Gwasanaeth Prentisiaethau Gwag / Apprenticeship Vacancy Service**

**Dod o hyd i Brentisiaeth / Find an Apprenticeship**

**Creu prentisiaeth wag newydd – Templed / Create new vacancy – Template**

|  |  |  |  |
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| **Form field heading** | **Enter Text – English only** | **Form field heading** | **Enter text – Welsh only** |
| **Vacancy details**  \* *Mandatory fields* |  | **Manylion swydd ar gyfer hysbysebu**  ***\**** *Meysydd gorfodol* |  |
| **Vacancy name\*** | Apprentice……. | **Enw'r brentisiaeth wag\*** |  |
| **Apprenticeship level\*** | Select from drop-down | **Lefel Prentisiaeth \*** | Dewiswch o'r gwymplen |
| **Number of vacancies\*** |  | **Nifer y prentisiaethau gwag \*** |  |
| **Sector\*** | Select from drop-down | **Sector \*** | Dewiswch o'r gwymplen |
| **Closing date of listing\*** | DD/MM/YYYY | **Dyddiad cau \*** | DD/MM/BBBB |
| **Hours per week\*** | Select from drop-down | **Oriau yr wythnos \*** | Dewiswch o'r gwymplen |
| **Pay\*** | Select from drop-down | **Cyflog \*** | Dewiswch o'r gwymplen |
| **Enter Pay value \***  (*For example the salary may be an annual value of £15,000 per annum)* |  | **Rhowch werth Tâl\***  *(Er enghraifft gallai'r cyflog gael gwerth blynyddol o £15,000 y flwyddyn)* |  |
| **Disability confident \*** | Yes  No | **Hyderus o ran Anabledd \*** | Oes  Nac oes |
| **Daily duties \***  *(6 bullets points with overall word count 150 max.)* |  | **Dyletswyddau dyddiol \***  *(6 phwynt bwled gyda chyfrif geiriau cyffredinol 150 ar y mwyaf.)* |  |
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| **Form field heading** | **Enter Text – English only** | **Form field heading** | **Enter text – Welsh only** |
| **Apprentice Details**  \* *Mandatory fields* |  | **Manylion Prentisiaethau**  ***\**** *Meysydd gorfodol* |  |
| **Desirable personal qualities of apprentice \***  *(150 words max.)* |  | **Nodweddion personol dymunol mewn prentis \***  *(150 gair ar y mwyaf)* |  |
| **Additional information**  *(150 words max.)* |  | **Gwybodaeth ychwanegol**  *(150 gair ar y mwyaf)* |  |
| **Qualifications required \***  *(150 words max.)* |  | **Cymwysterau gofynnol \***  *(150 gair ar y mwyaf)* |  |
| **Welsh language requirements \*** | Welsh speaking skills  Welsh writing skills  None | **Gofynion o ran y Gymraeg \*** | Sgiliau siarad Cymraeg  Sgiliau ysgrifennu Cymraeg  Dim |
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| **Form field heading** | **Enter Text – English only** | **Form field heading** | **Enter text – Welsh only** |
| **Provider details**  \* *Mandatory fields* |  | **Manylion darparwr**  ***\**** *Meysydd gorfodol* |  |
| **Upload company logo – will this be required?**  *(Allowed types: gif jpg png)* | Yes  *- please submit to training provider*  No | **Lanlwytho logo'r cwmni**  *(Mathau a ganiateir: gif jpg png).* | Oes  - *cyflwynwch i'r darparwr hyfforddiant*  Nac oes |
| **Does this employer currently**  **have an employer profile? \*** | Yes  No | **A oes gan y cyflogwr hwn broffil cyflogwr ar hyn o bryd? \*** | Oes  Nac oes |
| **Full address – Where vacancy will be based \*** | Address Line 1:  Address Line 2:  Address Line 3:  Town:  County:  Postcode: | **Cyfeiriad llawn – Lle bydd swydd wag yn seiliedig \*** | Cyfeiriad Llinell 1:  Cyfeiriad Llinell 2:  Cyfeiriad Llinell 3:  Tref:  Sir:  Cod post: |
| **Choose training provider \*** | Select from drop-down | **Dewis darparwr hyfforddiant \*** | Dewiswch o'r gwymplen |
| **Training provider course \*** |  | **Cwrs darparwr hyfforddiant \*** |  |
| **Interview arrangements \*** |  | **Trefniadau cyfweliadau \*** |  |
| **How will the applicant apply for the vacancy? \*** | On the employers website  Email | **Sut bydd yr ymgeisydd yn gwneud cais am y brentisiaeth wag? \*** | Ar wefan y cyflogwyr  E-bost |
| **Insert URL or contact email address: \***  *(Include the web URL or contact email to apply for the vacancy)* |  | **Mewnosod URL neu gyfeiriad e-bost cyswllt: \***  *(Cynnwys yr URL neu'r e-bost cyswllt i wneud cais am y swydd wag)* |  |
|  |  |  |  |
| **Rwy'n cadarnhau bod y wybodaeth a roddir ar y ffurflen hon yn wir, yn gyflawn ac yn gywir / I confirm that the information given in this form is true, complete and accurate** \* | | | |
| **Cwblhawyd gan / Completed By:** |  | **Dyddiad / Date:** |  |
| |  | | --- | | **Please return this form to the Team at Cambrian**: [marketing@cambriantraining.com](mailto:marketing@cambriantraining.com) | | | | |