

# Rafi Davis

rafidavis28@gmail.com | +447835415044 | Bushey, UK (Upcoming relocation to Jerusalem, Israel)

## Profile Summary

I am a highly driven informal educator and experienced content editor with a proven track record in transcription, proofreading, and project management. I have led the creation of high-quality Torah publications, managed educational projects for national audiences, and worked extensively in editing and preparing Torah content for publication. Organised, reliable, and passionate about sharing Torah through both print and digital media, I look forward to applying these skills upon my Aliyah to Jerusalem in August 2025.

## Education

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|---|-------------|
| University of Leeds   | 2021 - 2024 |
| <ul style="list-style-type: none"><li>BA (Hons) Philosophy, Politics and Economics, 2:1</li></ul> |             |
| Yeshivat Hakotel, Jerusalem   | 2020 - 2021 |
| <ul style="list-style-type: none"><li>Participant in intensive study program</li></ul>            |             |

## Work Experience

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|--|----------------|
| Chinuch Director   Bnei Akiva UK   | 2024 - PRESENT |
| <ul style="list-style-type: none"><li>Oversaw the creation, editing, and publication of educational, Torah content, both in print and online, reaching over thousands on a regular basis.</li><li>Managed production timelines, editorial processes, and proofreading of Bnei Akiva UK's Torah publications and digital library.</li><li>Directed project management for national educational initiatives, coordinating teams, budgets, and external contributors.</li><li>Developed and maintained an archive of educational content, ensuring accuracy, consistency, and adherence to organisational voice and tone.</li></ul> |                |
| Leeds Hillel Warden   Union of Jewish Students   | 2022 - 2024    |
| <ul style="list-style-type: none"><li>The on-site manager for a four floor site, ensured the student centre is maintained.</li><li>Completed a widespread restoration of the property, resulting in a huge uptake in usage by students and organisations and the return of residents after a four year hiatus.</li><li>Managed and utilised a highly limited budget and worked intensively with a range of contractors. Successfully adapted to a regular requirement for creative problem solving.</li></ul>  |                |
| Bar Manager, Catering Assistant   Neil Samuels Catering  | 2017 - 2021    |
| <ul style="list-style-type: none"><li>Worked and managed a small team in high-pressure environments to deliver high quality service at various functions, ensured excellent customer satisfaction.</li><li>Required superb communication skills and an ability to rapidly adapt to fast-changing situations and demands.</li></ul>   |                |
| Economic Consultant Intern   Frontier Economics  | 2019           |
| <ul style="list-style-type: none"><li>Completed a week-long placement conducting economic consulting work including analysing government aerospace subsidy allocation and strategy consulting.</li></ul>   |                |

## Voluntary & Youth Work

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| Transcriber and Editor   Rabbi Reuven Taragin  | 2021-2024      |
| <ul style="list-style-type: none"><li>Transcribed, edited, and proofread over fifty articles for publication across various digital and print platforms.</li><li>Edited and prepared Torah content for inclusion in a forthcoming book for Mosaica Press, ensuring stylistic consistency and textual accuracy.</li></ul>   |                |
| Madrich (Leader)   Bnei Akiva UK, JFS, Immanuel College, Mizrahi Yehudi  | 2018 - PRESENT |
| <ul style="list-style-type: none"><li>Led and supported diverse groups of youth (ages 6-17) in various contexts including weekly programs, residential camps, and international trips.</li><li>Served on Bnei Akiva UK's National Executive, developing groundbreaking initiatives for the national movement</li><li>Managed logistics, budgets, and teams for various educational programs and heritage trips including a 3-week Israel tour, 6-day Poland Journey and 4-day Europe trip.</li></ul> |                |

- Gabbai (Honorary Officer) | Leeds Hillel Minyan2022-2023
- Coordinated a four person team to successfully provide enriching religious services to the Leeds Student community, with over 40 regular participants.
  - Logistical coordination included limited budget management, producing high-quality graphics, social media management and fundraising.

- Shabbat Officer | Leeds JSoc2021-2022
- Planned, prepared and delivered high quality Friday night dinners for over 100 students on a monthly basis.
  - Worked closely with other committee members to provide a diverse range of programming to support Jewish life on campus.

- TECHNICAL SKILLS
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- Proficient in full MS Office & Google Suite Software
  - Content Production: Canva (experienced), Figma (basic), Capcut (experienced)
  - Social Media Management: Instagram, Facebook, Twitter, Youtube, Whatsapp
  - Content Management: Wordpress – plugins, SEO, Copy writing, page-builder design (experienced)
  - Confident in utilising LLMs to assist with tasks
  - Transcription

- CERTIFICATIONS & ACHIEVEMENTS
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- Chartered Management Institute Level 5 Qualification (2024)
  - First Aid & Mental Health First Aid Cetified (2024, 2022)
  - Digital Skills: Google AI & Productivity Online Certification, Yoast SEO certification (2024)
  - Jewish News 18 Under 18 (2020)

- PERSONAL SKILLS
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- Hardworking, approachable, motivated, organised, works well in a team

REFERENCES

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Provided upon request