

Student Assistant, Recruitment

Deadline:

20-11-2026

Are you interested in recruitment and HR, and would you like to gain hands-on experience while working alongside experienced HR professionals? Are you structured, curious and ready to take responsibility for your own tasks? If so, we want to hear from you!

Contact data:

Mikkel Stephansen

Location:

DK - Esbjerg

Your position

As our new Student Assistant in Recruitment, you will become part of our Recruitment team and support the daily recruitment activities across Semco Maritime. You will collaborate closely with our Recruitment Partners and other HR colleagues while gradually taking ownership of your own areas and tasks. The role will also include selected cross-functional tasks within our Rewards area, giving you broader insight into HR and the opportunity to work across different HR disciplines.

At Semco Maritime safety is a core value, and in this role, you will contribute to maintaining and promoting a strong safety culture while delivering innovative solutions. Above all, your work will make a real change for the global energy sector.

Your place of work will be at our Global HQ in Esbjerg, right on the waterfront. The position is approximately 15-20 hours a week and travel is not expected.

"The role offers great flexibility alongside your studies and plenty of opportunities to develop, take on responsibility and gain hands-on experience across different areas of HR. You are trusted with your own tasks while always having a supportive team around you" - Kristina Bærentsen, Student Assistant, Recruitment.

Your tasks & responsibilities

As Student Assistant, you will support the Recruitment team with a broad range of activities.

Your tasks will include but are not limited to:

- Supporting ongoing recruitment processes, including posting job advertisements, candidate administration, interview coordination, invitations and follow-up activities
- Supporting the use and administration of recruitment tools and platforms, including Emplify and LinkedIn Recruiter
- Supporting selected tasks and projects within Rewards and other cross-functional HR activities
- Supporting the planning, coordination and participation in career fairs and other recruitment and employer branding activities
- Supporting and adhering to health, safety, and environmental standards, in all activities

Your profile & qualifications

We are looking for a curious and motivated student who enjoys working with people while also having an eye for structure and details. You take responsibility for your tasks and are comfortable reaching out when you need input or see something that could be improved.

To succeed in this position, we imagine that you have:

- Ongoing higher education within HR, business, communication, Law or another relevant field
- A structured approach to your work and attention to detail
- Strong communication skills in both Danish and English
- Confidence working with Microsoft Office and an interest in learning new digital systems
- A proactive and service-minded approach and the ability to work both independently and together with colleagues

Welcome to Semco Maritime

At Semco Maritime, we create change. For people. For projects. And for the global energy sector. With us, you will join a community of over 2,300 of the most dedicated

thinkers and doers in the energy industry who are driving real change and making their own personal mark on the global energy landscape.

While everyone knows *why* the energy transition is vital, we are concerned with the journey. *How* to get there. By providing the answers needed to make change real.

Because we believe that global energy ambitions can only be realized through hard work and clever pragmatic solutions. This is what we do. This is what we invite you to participate in.

Safety is at the core of everything we do, and we are committed to protecting our people, partners, and the planet as we work towards a sustainable energy future.

So yes, working for us will change the energy sector – and may well change you too.

We know that our people are our greatest strength. We strive to build an inclusive workplace where everyone can be themselves, contribute their perspectives, and feel part of the team. We welcome applicants from all backgrounds and believe that diverse teams help us find better solutions and move the energy transition forward.

Care to join the movement?

Change. With us.