

Student Assistant – Cybersecurity Awareness and Coordination at Metroselskabet

Deadline:
05-06-2026

Contact person:
Claus Wiid Jakobsen

Position type:
Deltid

Help strengthen cybersecurity awareness and communication across a critical public transport organization

At Metroselskabet and Hovedstadens Letbane, you will work alongside 400 colleagues to create a world-class Metro and Light Rail – both now and in the future. You will have responsibility, influence, and the opportunity to contribute new ideas within a strong professional community. We are looking for a dedicated Student Assistant – Cybersecurity Awareness and Coordination to join our team in CIS. Our core task is to support the organization's work with cybersecurity awareness, internal security communication and selected administrative tasks related to information security and privacy. In this role, you will have the opportunity to work with awareness activities, communication and structured follow-up, where you will play a key role in supporting day-to-day coordination and administrative processes within the team.

Your main responsibilities:

- Supporting planning, preparation and follow-up on cybersecurity awareness campaigns, phishing simulations, CyberPilot activities, information screens and recurring monthly awareness activities
- Helping maintain continuity, quality and engagement in internal security communication
- Providing practical support to documentation, follow-up and data quality tasks related to ISMS and GDPR under guidance from responsible specialists
- Coordinating follow-up and supporting awareness-related activities, including simple metrics such as participation rates, reporting rates and campaign status
- Drafting English translations of selected ISMS policies, controls and other documentation

What do we expect from you?

- We are looking for a colleague who:
- Is currently enrolled in a relevant education within communication, IT, cybersecurity, law, information management, compliance, business administration or a related field
- Has an interest in cybersecurity, information security, privacy/GDPR, communication and administrative support tasks
- Communicates clearly in writing in both Danish and English
- Works in a structured and detail-oriented way and is comfortable following up on tasks, deadlines and data quality
- Is proactive, curious and comfortable asking for guidance when needed

What we offer

- We offer a relevant student job in a professional environment where you will gain hands-on experience with cybersecurity awareness, internal communication and administrative coordination.
- You will join a team with a strong professional foundation and have the opportunity to learn from experienced colleagues while contributing to meaningful work in a critical public transport organisation.
- The role is expected to be 15–20 hours per week, distributed across 2–3 working days, with the possibility to balance the job with your studies
- Attractive pension scheme, canteen facilities, and a free travel pass for the Metro and Light Rail.

Application

If you are interested in the position, please submit your application and CV no later than 5 juni 2026.

We will be conducting interviews on an ongoing basis, so please do not hesitate to send your

application.

The position is expected to be filled from **1 July 2026**.

If you would like to learn more about the job, please feel free to contact CISO, Claus Wiid Jakobsen på cwj@m.dk eller 21208480.

At Metroselskabet, we see diversity as a strength that contributes to the company's innovative problem-solving and continued development. Metroselskabet is a diverse workplace with many nationalities and professional profiles represented, and we continuously work to strengthen inclusion, belonging and cohesion among our employees. We therefore encourage all qualified candidates to apply for the position.