

Marketing Operations Student Assistant

Deadline:

We are looking for a curious and detail-oriented Marketing Operations Student Assistant to support our day-to-day marketing operations. You'll help ensure smooth email processes, accurate reporting, and strong collaboration across teams all while gaining hands-on experience with marketing technology and data.

In this role, you'll work closely with our Marketing Operations and Analytics team and use tools like Agillic to create email flows, optimize reporting and support lead management across markets.

Contact person:
Denica Stoyanova

Contact email:
Denica Stoyanova

Job area:
Marketing

Position type:
Student

Location of job:
Allerød, Østerbro (Copenhagen)

What you'll do

- Support marketing operations by creating, building, scheduling emails, managing the bounces and ensuring accurate tracking and reporting.
- Collaborate with stakeholders to ensure all email activities are delivered accurately and on time.
- Maintain and improve the Email Marketing Calendar to keep all activities aligned and visible.
- Analyze and report on email performance, turning data into actionable insights.
- Prepare, manage and upload lead lists keeping data clean, segmented, and ready for use.
- Manage tracking and attribution to ensure all lead data is correctly mapped to its source for accurate reporting.
- Help document workflows and contribute ideas to improve marketing processes.
- Support the team with ad hoc and administrative tasks as needed.

Who you are

- Currently enrolled in a bachelor's or master's program, ideally in marketing, communication, IT, or business.
- Curious about marketing technology and excited to work daily with Agillic, HubSpot data, and analytics.
- Skilled in Excel and comfortable working with large datasets.
- Organized, proactive, and able to manage your time effectively.
- Fluent in English and confident communicating in a professional setting.
- A team player with a positive mindset and eagerness to learn.

What you'll gain

You'll gain hands-on experience in marketing automation, and data analytics while contributing to projects that make a real impact. This role is a great opportunity to learn how data, technology, and marketing operations come together to drive business success across Europe.

Work environment

The location is flexible, but primarily based in Allerød
You will work 10-15 hours a week with flexibility on the time periods

Why choose Paychex Europe?

We strive to have a motivating and uplifting culture. Our offices are bright and open and located across Denmark (Østerbro, Allerød and Vejle) and Germany (Hamburg, Rostock, and Berlin), and we work closely together across teams. We encourage a social culture, and believe that being social with your colleagues makes taking on challenges together a lot more fun. You will be working in our office in Allerød, in a team that cares about its members and likes to have a good laugh. To sum it up: Plenty of learning and exciting challenges in a great work environment.

Interested?

If you are curious or have questions to this position please do not hesitate to contact Denica Stoyanova Nielsen at dstoyanova@lessor.dk

We review applications and conduct interviews on an ongoing basis so we encourage you to apply as soon as possible.

We are looking forward to hearing from you soon!