



City of Vincent
Job Announcement
Public Works – Part Time
Closing Date: November 17, 2025

The City of Vincent is seeking to fill a part-time hourly position. The Public Works Department coordinates activities regarding maintaining and repairing the City's streets, rights of way, and City properties by performing the following duties.

Duties include but are not limited to:

- Visits and evaluates work sites to determine time needed to complete work, labor need, and expenses for each work order.
- Maintains tools, equipment, and supplies.
- Adheres to City policies regarding all safety regulations.
- Operates various pieces of small and heavy equipment; cuts grass and maintain lawns.
- Maintenance and janitorial duties.
- Maintain streets and sidewalks.
- Assist with the Vincent Municipal Cemetery.
- Removes and replaces damaged traffic/street signs.
- Maintains equipment.
- Assist with setup/take down of flags and holiday decorations.
- Maintains orderly operations by cleaning shop area and equipment, including vehicles.

Education/Experience

High school diploma or general education degree (GED) plus three years related experience and/or training; or equivalent combination of education and experience in construction, equipment operation, or landscaping.

Starting rate will be based on qualifications and experience. The City of Vincent is proud to offer an excellent benefits package. Applicants must satisfactorily pass a background investigation after receiving a conditional offer of employment. General job applications are available at Vincent City Hall or at www.cityofvincental.com. Applications can be mailed to Vincent City Hall at P.O. Box 49, Vincent, AL 35178, faxed to 205-672-7662, emailed to hthweatt@cityofvincental.com, or delivered in person.

The City of Vincent is an equal opportunity employer and is a participant in E-Verify.