

JOHN K. SELLSTROM

PROFESSIONAL EXPERIENCE

Jamestown Urban Renewal Agency

Jamestown, NY

Financial Coordinator

9/3/2018 to 7/5/2022, 1/1/2023 to Present

- Responsible for ten accounts through JURA.
- Managed city budgets, accounts receivable, accounts payable, 941 forms, and yearly audit.
- In charge of city grants, including JURA, HUD funds, CDBG/HOME, DOT Grants.
- Provides assistance with reporting and managing the American Rescue funds.
- Oversees Jamestown Renaissance Corporation financials, including payroll, yearly audits.

Wicked Warren Brewery

Jamestown, NY

Contract Accountant

7/1/2024 to present

- Count and balance 5 drawers each day. Deposits cash with daily reporting.
- Accounts payable for all bills.

City of Jamestown

Jamestown, NY

City Comptroller

7/5/2022 to 12/31/2022

- Responsible for all City of Jamestown accounts.
- Managed city budgets, accounts receivable, accounts payable, workers compensation, tax limits and yearly audit.
- Oversee all city grants, including JURA, HUD funds, CDBG/HOME, DOT, and other federal/state grants.
- Reported to the Mayor and City Council on the status of city finances.

Park Place Technologies

Mayfield, OH

Payroll Accountant Contract

8/13/2017 to 8/31/2018

- Assisted in Park Place payroll, salaries, International Journal Entries, calculated commission.
- Helped manage employees' questions and timecards.
- Data entry into the ADP system.

EDUCATION

Hiram College

Hiram, OH

Bachelor of Arts in Accounting and Finance, May 2016
Minor in Management

ADDITIONAL SKILLS AND CERTIFICATIONS

Computer Skills: Excel, Word, Outlook, QuickBooks, Adobe, KVS, ADP, and Power Bi.

Certifications: National Ski patrol, Eagle Scout, First Aid, AED, Level One Sailing Instructor