



ABDUL MOQEET

Islamabad, Pakistan / Dammam, Saudi Arabia
Phone: +966 552 939 397
Email: muqeeatrajpoot91@gmail.com

SUMMARY

Aramco-Approved Work Permit Receiver (WPR) with hands-on experience in permit coordination, job site safety compliance, risk assessment, and field supervision for electrical and construction activities. Skilled in JSA/JHA preparation, site hazard identification, PTW system handling, and ensuring full compliance with ARAMCO standards, GI guidelines, and safety procedures. Strong communication, coordination, and leadership abilities with a background in electrical supervision.

CORE RESPONSIBILITIES (WPR – ARAMCO)

- Prepare, receive, and close work permits (Hot Work, Cold Work, Confined Space, Excavation, Lifting, Electrical Isolation).
- Conduct Job Hazard Analysis (JHA) and review Job Safety Plans (JSP).
- Ensure compliance with ARAMCO standards (GI, HSEMS, LOTO, PPE).
- Monitor site activities to ensure safe execution according to permit conditions.
- Coordinate with Saudi Aramco PMT, safety officers, supervisors, and contractors.
- Verify tools, barricades, gas testing, and PPE compliance.
- Stop unsafe activities immediately and report violations.
- Maintain permit logs and daily safety documentation.
- Lead toolbox talks (TBT) and pre-task briefings.
- Conduct routine site inspections.

PROFESSIONAL EXPERIENCE

ALASCON – Saudi Aramco Projects
Work Permit Receiver (WPR)

March 2025 – Present

- Receive, review, and manage daily permits per ARAMCO PTW.
- Coordinate with supervisors and engineers for safe task execution.
- Validate hazard controls and ensure site compliance.
- Submit closing permits and maintain documentation.

BIRAN LIMITED

Electrical Foreman

Nov 2024 – Jan 2025

- Supervised electrical installation and maintenance activities.
- Ensured compliance with safety SOPs.
- Assisted with permit preparation and site safety coordination.

ELAAN BUILDERS

Electrical Supervisor

Nov 2023 – Nov 2024

- Oversaw electrical installation and inspected wiring layouts.
- Ensured safety compliance on construction sites.
- Coordinated manpower and materials.

HB MONEY TRANSFER

Compliance Officer

Oct 2021 – Nov 2022

- Ensured regulatory compliance.
- Maintained documentation and handled customer issues.

EDUCATION

DAE Electrical – 2021 (70%) — KRL Institute of Technology

Matric (Science) – 2018 (70%) — Govt. High School Changa Maira

CERTIFICATIONS

- Aramco Approved Work Permit Receiver (WPR)
- OSHA 30 (HR)
- Safety Course

SKILLS

- ARAMCO PTW • JSA/JHA • Hazard Identification • LOTO • Hot/Cold Work
- Confined Space • Excavation • Electrical Safety • PPE Compliance
- Documentation • MS Office • Coordination • Leadership

LANGUAGES

Urdu/Hindi, English

INTERESTS

Exploring new things, video editing, graphic design, learning languages